

NOTICE OF MEETING

The Executive

Tuesday 15 November 2011, 5.00 pm

Council Chamber, Fourth Floor, Easthampstead House, Bracknell

To: The Executive

Councillor Bettison (Chairman), Councillor Ward (Vice-Chairman), Councillors Mrs Ballin, Dr Barnard, Birch, Mrs Hayes, McCracken and Kendall

ALISON SANDERS
Director of Corporate Services

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- 4 Do not re-enter the building until told to do so.

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Published: 7 November 2011



The Executive
Tuesday 15 November 2011, 5.00 pm
Council Chamber, Fourth Floor, Easthampstead House,
Bracknell

AGENDA

	Page No
1. Apologies	
2. Declarations of Interest	
Members are asked to declare any personal or prejudicial interests, and the nature of that interest, in respect of any matter to be considered at this meeting.	
3. Minutes	
To consider and approve the minutes of the meeting of the Executive held on 18 October 2011.	1 - 18
4. Urgent Items of Business	
Any other items which, pursuant to Section 100B(4)(b) of the Local Government Act 1972, the Chairman decides are urgent.	
5. Site Allocations Development Plan Document - Publication and Submission	
To recommend to Council to submit the SADPD to the Secretary of State for examination by an independent inspector. Pursuant to this to approve the publishing of the Draft Submission version of the Site Allocations Development Plan Document (SADPD) and related changes to the Proposals Map for a six week consultation in January – February 2012.	19 - 310
6. Polling District and Polling Place Review	
To recommend to Council the Electoral Review Steering Group recommendations following their review of polling districts and polling places, and to confirm the designation of polling districts and polling places for the Borough with effect from 1 December 2011.	311 - 344
7. Regulation of Investigatory Powers Act 2000 (RIPA)	
To approve the Council's Policy on Directed Surveillance and use of Covert Human Intelligence Sources.	345 - 408
8. Blue Badge Reform	
To endorse changes to the Blue Badge Scheme and the transfer of responsibility to the Council to be implemented from 1st January 2012.	409 - 420

9. **Agency Staff Contract**
To agree the Agency Staff Contract under the Eastern Shires Purchasing Organisation (ESPO) framework for a period of 4 years. 421 - 424
10. **Section 75 Pooled Budget for Community Equipment Services**
To agree to enter into a new Pooled Budgeted Agreement for a Community Equipment Service across Berkshire which includes both health and social care partners. 425 - 446
11. **Annual Audit Letter**
To receive the Audit Commission's Annual Audit Letter for 2010/11. 447 - 464

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EXECUTIVE
18 OCTOBER 2011
5.00 - 6.20 PM

Present:

Councillors Ward (Vice-Chairman), Mrs Ballin, Dr Barnard, Birch, Mrs Hayes and McCracken

Apologies for absence were received from:

Councillors Bettison and Kendall

14. Declarations of Interest

There were no declarations of interest.

15. Minutes

RESOLVED that the minutes of the meeting of the Executive on 6 September 2011 and 27 September 2011 together with the accompanying decision records be confirmed as a correct record and signed by the Chairman.

16. Executive Decisions

The Executive considered the reports submitted on the items listed below and the decisions taken are recorded in the decision sheets attached to these minutes and summarised below:

Item 5: The Council's Medium Term Objectives

RECOMMENDED to Council that the priorities and medium term objectives set out at Appendix 3 to the report be approved.

Item 6: Modernisation Older People's Services

RESOLVED that

- 1 A consultation on the future of 'In House' Home Support for people with long term conditions with a view to the independent sector providing this support be agreed;
- 2 A consultation on the future of Ladybank Older Persons Home with a view to re-providing long term care be agreed;
- 3 Ways be established in which (working with partners) residential intermediate care is enhanced and in time relocated to more suitable accommodation be agreed;
- 4 A consultation with staff in Community Response and Reablement on proposals to enhance capacity in terms of new rosters and use of technology be agreed;

- 5 To locate the Home Care Dementia Team at Heathlands Day Centre and consult on new managerial arrangements be agreed;
- 6 Work with the Independent Sector on the introduction of electronic monitoring for domiciliary providers be agreed;
- 7 Work with Wokingham Borough Council with a view to evaluating opportunities to provide the Sensory Needs Service from within Bracknell Forest Council Community Teams be agreed;
- 8 To develop proposals to enhance Community Response and Reablement and Falls Service via funding from the PCT be agreed; and
- 9 To develop appropriate housing options with partners to ensure that the Older Persons Accommodation Strategy is implemented providing a range of accommodation across the Borough be agreed.

Item 7: Emergency Duty Service – Outcome of Service Review

RESOLVED that the proposed new model of operation be endorsed.

Item 8: Academies

RESOLVED that

- 1 The associated report be noted.
- 2 The Council's ambition for all Bracknell Forest schools to be 'good schools' be re-affirmed.
- 3 Headteachers and governors be supported to determine on how to achieve the best possible outcomes for their pupils, including consideration of the potential benefits and challenges of becoming an Academy.

Item 9: Inspection of Bracknell Forest Fostering Service

RESOLVED that the OFSTED inspection of the Bracknell Forest Fostering Service be noted and the recommendation and action plan be endorsed.

Item 10: Bracknell Forest Faith and Belief in Action 2010-11

RESOLVED that

- 1 The recommendations in section 3 of Appendix One be noted.
- 2 The recommendations being considered for inclusion, grouped appropriately, in the development of the Council's new equality scheme and service planning by departments be endorsed.

Item 11: Transfer capital funds from Thin client project to PC refresh

RESOLVED that to re-assign that element of the capital programme designated for the purchase of thin client devices and some Server Based Computing (SBC) to more traditional desktop PCs be agreed.

Item 12: Contract Award for Cleaning Services at Offices, Public Buildings & Schools

RESOLVED that the Corporate Cleaning Framework Agreement due to commence on 4 January 2012 be awarded to Tenderer D.

Item 13: Education Capital Programme - Award of Contract for Meadow Vale Primary School

RESOLVED that the contract for the Phase 1 works at Meadow Vale Primary School be awarded to the preferred supplier, subject to the final lump sum not exceeding the amount set out in section 1.4 of the confidential appendix.

LEADER

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Bracknell Forest Council Record of Decision

Work Programme Reference	I030797
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1. **TITLE:** The Council's Medium Term Objectives

2. **SERVICE AREA:** Chief Executive's Office

3. **PURPOSE OF DECISION**

To endorse the Medium Term Objectives as agreed by the new Administration.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That it be recommended to Council that the priorities and medium term objectives set out at Appendix 3 to the report be approved.

7. **REASON FOR DECISION**

The current council priorities and medium term objectives date back to 2007 and need to be updated to reflect the prevailing business environment and the new administration elected in May 2011.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The council could choose to retain the existing priorities and medium term objectives unchanged. However this would mean that the council's services to residents would be based on objectives originally established in 2007.

9. **PRINCIPAL GROUPS CONSULTED:** N/A

10. **DOCUMENT CONSIDERED:** Report of the Assistant Chief Executive

11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	1030337
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1. **TITLE:** Modernisation Older People's Services

2. **SERVICE AREA:** Adult Social Care and Health

3. **PURPOSE OF DECISION**

To seek approval to proposals to improve Older People's Services.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That a consultation on the future of 'In House' Home Support for people with long term conditions with a view to the independent sector providing this support be agreed;

2 That a consultation on the future of Ladybank Older Persons Home with a view to re-providing long term care be agreed;

3 That ways be established in which (working with partners) residential intermediate care is enhanced and in time relocated to more suitable accommodation be agreed;

4 That a consultation with staff in Community Response and Reablement on proposals to enhance capacity in terms of new rosters and use of technology be agreed;

5 To locate the Home Care Dementia Team at Heathlands Day Centre and consult on new managerial arrangements be agreed;

6 That work with the Independent Sector on the introduction of electronic monitoring for domiciliary providers be agreed;

7 That work with Wokingham Borough Council with a view to evaluating opportunities to provide the Sensory Needs Service from within Bracknell Forest Council Community Teams be agreed;

8 To develop proposals to enhance Community Response and Reablement and Falls Service via funding from the PCT be agreed; and

9 To develop appropriate housing options with partners to ensure that the Older Persons Accommodation Strategy is implemented providing a range of accommodation across the Borough be agreed.

7. **REASON FOR DECISION**

The reasons for the decision are set out in the associated report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

In the current climate, doing nothing is not an option and would be costly for the Council.

9. **PRINCIPAL GROUPS CONSULTED:** Older Peoples Partnership Board
Staff
Older People and Carers
Older Peoples Conference Attendees

10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care & Health

11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	1029392
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1. **TITLE:** Emergency Duty Service – Outcome of Service Review

2. **SERVICE AREA:** Adult Social Care and Health

3. **PURPOSE OF DECISION**

The outcome of the review is that a new model of operation, Joint Agreement and Departmental Standards have been produced. Approval is sought from Executive to enable implementation following consultation with staff and other Unitary Authorities.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the proposed new model of operation be endorsed.

7. **REASON FOR DECISION**

The Emergency Duty Service (EDS) continues to operate with the same staffing levels to that of 1978. Over time part of the Emergency Duty Service's work has become custom and practice which is not assisted by the current Joint Agreement which is outdated, non specific and therefore over generalised in relation to service provision.

The Emergency Duty Service in the long term is unsustainable in its current mode of operation i.e. static staff base and generic social work. This has resulted in a review of the service. The outcome of the review is that a new model of operation, Joint Agreement & Departmental Standards specific to the Emergency Duty Service has been produced.

Approval is sought from the Executive to implement the new model, which will include The Bracknell Forest Appropriate Adult out of Hours Scheme covering the 6 Unitary Authorities of Berkshire.

Bracknell Forest hosts the Emergency Service on behalf of the other Unitary Authorities' Adults and Children's Departments. A full consultation on the new model has taken place and supported by all Unitary Authorities.

8. **ALTERNATIVE OPTIONS CONSIDERED**

To remain operating under the current model.

9. **PRINCIPAL GROUPS CONSULTED:** All 6 Unitary Authorities supporting Adults and Children & Families

10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care & Health

11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I030167
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1. **TITLE:** Academies
2. **SERVICE AREA:** Children, Young People and Learning
3. **PURPOSE OF DECISION**

To inform the Executive about the way in which Academies may be established in the Borough

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1. That the associated report be noted.
2. That the Council's ambition for all Bracknell Forest schools to be 'good schools' be re-affirmed.
3. That headteachers and governors be supported to determine on how to achieve the best possible outcomes for their pupils, including consideration of the potential benefits and challenges of becoming an Academy.

7. **REASON FOR DECISION**

It is appropriate for the Executive to be aware of these matters.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Not applicable.

9. **PRINCIPAL GROUPS CONSULTED:** Schools
Governing Bodies
Parents

10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.

11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I029270
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1. **TITLE:** Inspection of Bracknell Forest Fostering Service

2. **SERVICE AREA:** Children, Young People and Learning

3. **PURPOSE OF DECISION**

That the Executive member receive the report on the inspection of Bracknell Forest Fostering Service.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the OFSTED inspection of the Bracknell Forest Fostering Service be noted and the recommendation and action plan be endorsed.

7. **REASON FOR DECISION**

There is only one recommendation which had already been timetabled for action.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

9. **PRINCIPAL GROUPS CONSULTED:** To be decided

10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.

11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I030467
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1. **TITLE:** Bracknell Forest Faith and Belief in Action 2010-11

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To consider the report which has been produced by the Institute of Community Cohesion (iCoCo) to follow on from, and build on the Bracknell Forest Faith in Action funded publication 'Faith and Belief In Action 2010'. The report provides the Local Authority, Bracknell Forest Voluntary Action, the Faith & Belief Forum Steering Group, other local partners and residents with a wider picture of changing faith, ethnicity, community and cohesion in the Borough.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the recommendations in section 3 of Appendix One be noted.

2 That the recommendations being considered for inclusion, grouped appropriately, in the development of the Council's new equality scheme and service planning by departments be endorsed.

7. **REASON FOR DECISION**

The recommendations aim to; ensure that Bracknell Forest maintains a high level of community cohesion, improves its community engagement, and inform the Council's approach to preventing violent extremism.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

9. **PRINCIPAL GROUPS CONSULTED:** Faith and Belief Mapping Steering Group
 Bracknell Islamic Cultural Society
 Gurkha Company Sittang
 Indian Community Association Bracknell – Female Group
 Indian Community Association Bracknell – Male Group
 Kerith Community Church – Young People Group
 Newbold College Students
 Newbold Diversity Event
 Newbold Parents & Toddlers Group
 Gypsy Roma Traveller Group

Other members of the Faith and Belief
Community (see report for full list)

10. **DOCUMENT CONSIDERED:** Report of the Director of Corporate Services

11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I030723
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1. **TITLE:** Transfer capital funds from Thin client project to PC refresh

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To re-direct capital funds allocated to the provision of thin client technology to a more traditional PC desktop deployment

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

To re-assign that element of the capital programme designated for the purchase of thin client devices and some Server Based Computing (SBC) to more traditional desktop PCs be agreed.

7. **REASON FOR DECISION**

The business case for a thin client deployment rather than a traditional PC desktop replacement is no longer cost-effective because of the introduction of new technology into this very competitive market and aggressive pricing strategies by manufacturers such as Dell. This change has occurred in the year since the business case was first proposed. The business case has now shifted in favour of traditional PCs.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The alternative is to do nothing. Due to the fact that a decision had been made two years ago to not replace our desktop estate on a rolling basis as we had traditionally as we prepared to change technologies, this is not an option. Most of our desktop estate is now in excess of four years old.

9. **PRINCIPAL GROUPS CONSULTED:** Departmental ICT managers and ICT staff

10. **DOCUMENT CONSIDERED:** Report of the Director of Corporate Services

11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	1029214
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1. **TITLE:** Contract Award for Cleaning Services at Offices, Public Buildings & Schools

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To approve contract award decision.

4 **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Corporate Cleaning Framework Agreement due to commence on 4 January 2012 be awarded to Tenderer D.

7. **REASON FOR DECISION**

To ensure, that the Council has an effective and reliable contractor offering effective contract management and supervision minimising the need for intervention by Council officers, and which delivers best value for money, dealing with all cleaning related tasks, including the provision of all office cleaning, carpet cleaning, window cleaning and supply of consumables to all civic offices.

Failure to award this framework agreement could result in implications for the Council's reputation in public facing buildings, and could also impact on the productivity of employees. A large number of school sites have also bought into the contract and will therefore be in a position to benefit from the cleaning service arising from this award.

This in turn links to priority two and four of the Councils Medium Term Objectives which seek to ensure that all sites remain clean, accessible and attractive.

8. **ALTERNATIVE OPTIONS CONSIDERED**

One alternative to re-tendering the contract would have been to establish an in-house cleaning team. However, outsourcing the provision of this service enables the Council to avoid the recruitment and retention issues that other authorities with in-house teams may experience and furthermore enables the Council to draw on the contractor's specialist staff.

The project team also evaluated the possibility of using an existing framework agreement; however no suitable framework agreements were identified.

9. **PRINCIPAL GROUPS CONSULTED:** Director of Corporate Services
Borough Treasurer
Borough Solicitor

10. **DOCUMENT CONSIDERED:** Report of the Director of Corporate Services

11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I029262
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1. **TITLE:** Education Capital Programme - Award of Contract for Meadow Vale Primary School

2. **SERVICE AREA:** Children, Young People and Learning

3. **PURPOSE OF DECISION**

The Executive to approve the award of contract for Meadow Vale Primary School.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the contract for the Phase 1 works at Meadow Vale Primary School be awarded to the preferred supplier, subject to the final lump sum not exceeding the amount set out in section 1.4 of the confidential appendix.

7. **REASON FOR DECISION**

The value of these contracts constitutes a Key Decision and under the Council's Contract Regulations, Executive approval is required.

8. **ALTERNATIVE OPTIONS CONSIDERED**

A masterplan and options appraisal has been undertaken for the school which have been subject to consultation and agreement with the Headteacher and Governing Body.

Doing nothing is not an option because the Council has a statutory duty to provide sufficient pupil places.

9. **PRINCIPAL GROUPS CONSULTED:** School
Governing Body
Bracknell Forest Officers

10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.

11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
18 October 2011	26 October 2011

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TO: THE EXECUTIVE
15th NOVEMBER 2011

**SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT
PUBLICATION AND SUBMISSION
(Director of Environment, Culture and Communities)**

1 PURPOSE OF DECISION

- 1.1 The Purpose of this decision is to seek the Executive's recommendation to Council to submit the SADPD to the Secretary of State for examination by an independent inspector. Pursuant to this recommendation the Executive's recommendation is sought to publish the Draft Submission version of the Site Allocations Development Plan Document (SADPD) and related changes to the Proposals Map for a six week consultation in January – February 2012.

2 RECOMMENDATIONS

- 2.1 **That, under the provisions of Section 20 of the Planning and Compulsory Purchase Act 2004, the Executive recommends to Council that the Draft Submission SADPD, the Proposals Map changes and all supporting documents be formally submitted to the Secretary of State for independent examination.**
- 2.2 **That, subject to Council accepting the recommendation set out at 2.1 above, the Executive approves the Draft Submission SADPD at Appendix B (along with the supporting documents and revised Proposals Map at Appendices A, and C through to Y) for publication for a statutory six week consultation to commence on 16 January 2012.**
- 2.3 **That, subject to Council accepting the recommendation set out at 2.1 above, the Executive approve that consultation on the Draft Submission SADPD and the proposed changes to the Proposals Map is carried out as described in Section 8 of this report.**

Please note that the Draft Submission SADPD at Appendix B to this report includes tracked changes to identify where the document has changed from the previous 'Preferred Option' version. A 'clean' version with the tracked changes removed will be appended to the Full Council report for approval.

3 REASON FOR RECOMMENDATIONS

- 3.1 Production of the Site Allocations DPD is an important element in delivering the Council's adopted Core Strategy Vision to 2026 and to:
- ensure that major future developments in the Borough are properly planned and accompanied by the necessary infrastructure
 - ensure that the Council has a robust and continuous five year supply of housing land and is therefore less vulnerable to inappropriate developments being allowed on appeal; and,
 - ensure that the Council has an up-to-date development plan to enable it to introduce the Community Infrastructure Levy.

- 3.2 The publication of the Draft Submission SADPD and its subsequent Submission to the Secretary of State are statutory stages in the process of adopting a Development Plan Document as set out in the Town and Country Planning (Local Development) (England) Regulations 2004 (as amended 2008).

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 The options of abandoning the SADPD and re-commencing work as a Review of the Core Strategy and of delaying the SADPD in order to await greater certainty over the Localism Bill and the National Planning Policy Framework were both considered and rejected for the following reasons:
- The Core Strategy Review will need to look at a longer timeframe (probably at least to 2031). This will require the allocation of significant additional sites to those proposed in the current draft Site Allocations document. At current levels of requirement this would mean finding sites for another 2,695 homes in addition to those identified in the SADPD. This would require a lot of additional consultation and technical work which would add years of delay to securing a defensible land supply and increasing the likelihood of inappropriate development, such as development in areas with poor access to services or lacking infrastructure provision, being permitted (potentially through the appeal process) in the meantime.
 - The Council currently lacks a five year housing supply against both the Regional Plan target and the lower target in the Council's adopted Core Strategy. We are therefore vulnerable to inappropriate housing applications. In spite of the downturn in the housing market there is still significant interest in securing sites for development both in the short and longer term. The lengthy period required following allocation for large sites to start delivering completed new homes means we need plan for this now.
 - Significant delay in establishing an up to date plan would also result in the Council being unable to secure developer funding for some essential infrastructure as the Community Infrastructure Levy Regulations mean that after April 2014 the Council will not be able to pool contributions from more than five developments towards any single infrastructure project. The Community Infrastructure Levy can only be introduced on the basis of an up to date plan which this Council currently lacks in relation to the identification of development sites and the associated infrastructure delivery. This would have serious implications for the provision of improvements to the highway network and securing such things as the new secondary school needed in the north of the Borough. Without the SADPD in place it will be very hard to achieve properly planned infrastructure through reactive responses to developers' proposals.
 - The draft National Planning Policy Framework (NPPF) states that "In the absence of an up-to-date and consistent plan, planning applications should be determined accordance with this Framework, including its presumption in favour of sustainable development" (Paragraph 26). This presumption will make it even harder to refuse inappropriate planning applications if the Council does not have a robust housing land supply position established through the SADPD. The draft NPPF is already capable of being a material consideration in the determination of planning applications and appeal decisions.

5 SUPPORTING INFORMATION

The Site Allocations Process to Date

- 5.1 The Site Allocations DPD work has been underway for several years as it was originally envisaged that it would run in parallel with the preparation of the Core Strategy which was adopted in February 2008. It was subsequently agreed that the site allocations process would follow the adoption of the Core Strategy and work commenced on the current document at the end of 2009. Early stages of the process comprised evidence gathering and stakeholder engagement. The evidence gathered included completion of a Strategic Housing Land Availability Assessment to identify a long list of available sites for assessment for their suitability for development.
- 5.2 The first major consultation ran from February to April 2010. This was an 'issues and options' stage for which a Participation Document was published which identified eight 'broad areas' with potential for development. It also asked for views on an option whereby development would be focused on a 'northern arc' across the north of Bracknell urban area.
- 5.3 Following this consultation, four evening Design Workshops were held during May 2010 which considered the eight potential new development areas (the 'broad areas') in more detail. Representatives from local resident associations, amenity groups, Parish/Town and Borough Councillors were invited.
- 5.4 In all, over 1,300 respondents made representations to the consultation, which were collated and considered by the Council. These representations and further technical work were used to narrow down to four preferred strategic urban extensions. It was proposed to abandon the concept of a northern arc of development in favour of a less concentrated approach with two of the new strategic sites being proposed on the edge of Binfield and two on the edge of Crowthorne.
- 5.5 The change of government at this time and the announcement of the proposed abolition of regional strategies also resulted in the decision to proceed on the basis of the lower housing target in the adopted Core Strategy (10,780 from 2006-2026) rather than the one in the South East Plan (12,780).
- 5.6 These changes were embodied in a Preferred Option document which included policies and illustrative concept plans for the proposed major urban extensions. It also identified a set of smaller sites to be allocated within, and on the edge of existing urban areas and included a number of proposed policies for other land uses and policy designations.

The Preferred Option Consultation

- 5.7 The Preferred Option consultation ran from 8 November 2010 to 17 January 2011. The consultation was open to all and the consultation methods used built on those for the SADPD Participation consultation and improved / expanded these where possible, such as:
 - Holding evening exhibitions (exhibitions at the Participation Stage were only held during the day and on Saturdays);

- Enabling online consultation on all parts of the document (previously there were targeted questions which narrowed down the points of the document where people could make comments);
 - Simplifying the response form;
 - Simplifying the consultation portal pages to be clearer and more concise;
 - Producing fact sheets in relation to the 4 main urban extension areas;
 - Undertaking a non-statutory press advert in the Bracknell Standard – a free local newspaper delivered to every household in the Borough; and,
 - Producing a schedule of Frequently Asked Questions which was published on the consultation website.
- 5.8 In addition to the above, meetings were also held with Crowthorne Parish Council (19 October 2010) and Binfield Parish Council (3 November 2010).
- 5.9 The consultation was advertised on the Council website including a headline feature on the homepage from mid-November for approximately two weeks and again in January 2011. The consultation was streamed through social networking sites (e.g. Twitter, Facebook) via an RSS news feed. In addition to the article in the Bracknell Standard, referred to above, an article appeared in the Winter 2010 edition of the Borough Council newspaper, Town and Country.
- 5.10 Around 800 responses were received to the Preferred Option consultation, which are summarised together with the Council's response in the 'Summary of Responses to SADPD Preferred Option Nov 2010 – Jan 2011' document. This document also sets out how the Council has taken the representations into account and any changes that have been made to the document as a result.
- 5.11 A summary of the key issues raised during the consultation is attached at Appendix A and the Summaries of all the representations received and the responses to them is attached at Appendix E.

Sustainability Appraisal

- 5.12 Throughout the process the SADPD has been subject to Sustainability Appraisal, which has incorporated the requirements under European law to carry out a Strategic Environmental Assessment (SEA) of plans policies and programmes. The Sustainability Appraisal process involves examination of the impact of proposed plans and policies against economic, social and environmental objectives, and ensures that these issues are taken into account at every stage so that sustainable development is delivered on the ground. It also appraises the different options that are put forward in the development of policies and the identification of allocation sites. The objectives for sustainability were predominantly set at the time of the Core Strategy and were judged sound at the time of its examination.
- 5.13 The Sustainability Appraisal has also been subject to consultation along with the previous iterations of the SADPD. The main Sustainability Appraisal Report is attached at Appendix F. The SA Appendices are at Appendix G to this report and there is a non-technical summary of the SA at Appendix H to this report.

Overview and Scrutiny

- 5.14 A Working Group of the ECC Overview and Scrutiny Panel was established to examine the SADPD proposals in detail. The working group met twice; firstly to explore the background to the SADPD and agree what aspects they wished to consider, and secondly to consider the draft SADPD itself along with a paper on how the four major sites were selected from the initial eight broad areas. This Paper is attached at Appendix W. The Working Group made a number of detailed comments on the draft SADPD but did not request any substantive changes. The notes of the Group's meetings are attached at Appendix Y.

Localism Bill and the Draft National Planning Policy Framework

- 5.15 The Localism Bill has been making its passage through parliament and is important in connection with the SADPD as it includes the abolition of the Regional Spatial Strategies.

The Process to Adoption

- 5.16 There are still a number of stages in the process of adopting the Site Allocations DPD as Council Policy. These are summarised in the table below:

Event	Date
Executive Recommendation considered at Council	30 November 2011
Publication of Draft Submission SADPD	Jan 2012
Consultation on Draft Submission SADPD (based on tests of soundness)	Jan – Feb 2012
Submission to Secretary of State	Jun 2012
Exam	Oct 2012
Report	Jan 2013
Adopt	Mar 2013

6 THE DRAFT SUBMISSION SADPD

Housing Provision

- 6.1 A key component of the SADPD is the identification of sites to meet the Borough's housing needs. The housing requirement in the Core Strategy is to provide 10,780 homes by 2026. Of this total, some are already committed through existing permissions, homes already completed and sites identified in the Core Strategy. As shown below, this leaves us to find additional sites for 3,465 homes (at 30th September 2011) to meet the Borough's projected need to 2026. We also need to identify sites for additional homes beyond this target in order to demonstrate that we have a robust and flexible supply of land and ensure that there is choice in the housing market.

6.2 The National Planning Policy Framework is likely to provide guidance on the level of flexibility required. The Draft Submission SADPD proposes sites for an additional 3,896 homes in order to demonstrate how flexibility will be achieved. It should also be noted that the numbers are based on the adopted Core Strategy on the understanding that the South East Plan (and the housing targets it contains) will be abolished when the Localism Bill takes effect in law.

Homes Already Committed to be Allocated	
Homes planned at Amen Corner & Warfield	2,925
Additional Homes to be Allocated	
Small windfall allowance (excluding first 10 years)	150
Small edge of settlement sites	198
Sites within settlements	1,478
<i>Extensions to Settlements</i>	
Land at Broadmoor, Crowthorne	270
Land at TRL, Crowthorne	1,000
Amen Corner North, Binfield	400
Land at Blue Mountain, Binfield	400
Total Additional Homes to be Allocated	3,896

6.3 The proposed new allocations therefore total 3,896 homes which is 431 over the outstanding requirement. This gives us a robust housing supply position and provides for some choice in the market for housing land.

Major Urban Extensions

6.4 In addition to the two major urban extensions identified in the Core Strategy, the four new major urban extensions set out in the Preferred Option are proposed for allocation, namely, land at Broadmoor, Crowthorne, land at the Transport Research Laboratory, Crowthorne, land at Amen Corner North, Binfield and land at the Blue Mountain golf course, Binfield. The proposals for these sites are summarised below and the SADPD includes more detailed concept plans for the sites based on further technical work and the findings of the consultation.

Broadmoor

6.5 Land at Broadmoor, Crowthorne is identified for a comprehensive well designed mixed-use development, including the following:

- A redeveloped hospital and ancillary buildings.
- 210 residential units (including affordable housing) within the walled garden area (the final number to be subject to further consideration of the impacts on the heritage value of the site and the justification for the development including the needs of the listed building).
- 60 retirement apartments outside the walled garden.
- A small research park.
- Re-use of the existing hospital buildings for an appropriate use.
- Nursing home / Care Home.

- New Access Road
 - On site open space and Suitable Alternative Natural Greenspace (SANG).
- 6.6 Changes to the Concept Plan from the Preferred Option version for Broadmoor are minimal, partly due to the heavily constrained nature of the site which restricts the development options available. The changes include

- an extension to the identified mixed use area to contain the areas for existing ancillary uses and the proposed medi-park
- The addition of the main listed building and the proposed housing sites at Cricket Field Grove and School Hill.

Transport Research Laboratory

- 6.7 Land at the Transport Research Laboratory at Crowthorne is identified for a comprehensive well designed mixed-use development that maintains a buffer between Crowthorne and Bracknell, including the following:
- 1,000 residential units (including affordable housing) (located outside of the 400m buffer to the Thames Basins Heath Special Protection Area);
 - Neighbourhood centre;
 - Primary School;
 - Multi-functional community hub;
 - Nursing home / Care Home;
 - A replacement for the existing enterprise centre for small and new businesses, unless a better alternative site can be found elsewhere);
 - A depot site (to enable the redevelopment of the Council's existing depot site in Bracknell);
 - Provision of green routes along Nine Mile Ride and Old Wokingham Road; and,
 - On site open space and Suitable Alternative Natural Greenspace (SANG).

- 6.8 Changes to the Concept Plan from the Preferred Option version for TRL include:

- A deeper landscaped buffer along Nine Mile Ride;
- A larger open area at the Old Wokingham Road / Nine Mile Ride junction;
- Inclusion of a community facility;
- Screening to the proposed depot site; and,
- An indication of where landmark and gateway buildings may be located.

Amen Corner North

- 6.9 Land at Amen Corner North, Binfield, is identified for a comprehensive well designed development that maintains a buffer between Binfield, Wokingham and Bracknell, including the following:
- 400 residential units (including affordable housing); and,
 - On site open space and SANG.
- 6.10 Changes to the Concept Plan from the Preferred Option version for Amen Corner North include:
- A realignment of the housing area to respond better to the site's topography;
 - Indication of existing footway links;
 - Proposed green connections to form attractive routes through the site;
 - A 20m buffer zone between housing and the ancient woodland; and,
 - An indication of where landmark and gateway buildings may be located.

Blue Mountain

- 6.11 Land at Blue Mountain Binfield as shown on the Proposals Map and Illustrative Concept Plan is identified for a comprehensive well designed mixed-use development that maintains a buffer between Binfield and Bracknell. Proposals for the site include land for a new Secondary School and Special Educational Needs facility. These will serve the broad needs arising from the planned new developments across the north of the Borough and provide additional capacity for increased numbers coming through existing primary schools. The proposals for the site include the following:
- 400 residential units (including affordable housing);
 - Land for a range of educational facilities, including:
 - a primary school;
 - a secondary school; and ,
 - a special education needs facility;
 - Multi-functional community hub (may be incorporated within education facilities and/or the football club);
 - A new football ground; and,
 - On site open space and Suitable Alternative Natural Greenspace (SANG).
- 6.12 Changes to the Concept Plan from the Preferred Option version for Blue Mountain include:

- A change to the site boundary to reflect that land at the southern tip is not available;
- Indication of existing footway links;
- Realignment of the proposed bus route;
- Green frontage to Temple Way;
- Education land to reflect requirements of EC Harris study;
- A green connection to provide an attractive route through the site; and,
- An indication of where landmark and gateway buildings may be located.

6.13 The Council has a leasehold interest in the land at Blue Mountain. This has not affected the planning assessment of the site's sustainability. The site is also covered by a Section 52 legal agreement dating from 1990 in which the owner of the land covenants with the Borough Council as follows:- "Not to use the golf course land for anything other than a golf course or other sporting or other recreational facilities or as open space and not to construct any buildings on the golf course land other than as reasonably required in connection with any of the uses mentioned in this paragraph." The Section 52 agreement can be varied or released by agreement between the landowner and the Council. Whether or not it is necessary or appropriate to vary or discharge the agreement is a matter which the Council may consider in due course.

Infrastructure

6.14 The policies for the new strategic urban extensions include details of the infrastructure required in order to mitigate their impacts. Further detail of these requirements and how they are expected to be met are included in the Infrastructure Delivery Plan (IDP). This has been updated from the version that accompanied the Preferred Option to take account of further technical work and the results of the consultation. The current version of the IDP is attached at Appendix I. The infrastructure work has included extensive transport modelling. This modelling has incorporated background growth based on planned levels of development within adjoining Boroughs and from the strategic highway network. In the case of Wokingham Borough, where there are more detailed proposals for major developments, the more detailed traffic projections arising from the planned developments have been incorporated in the model more detailed data to be used in the model. The findings of this work are summarised in the Journey Time Report at Appendix N. Further background and methodology information and details of proposed highway improvements are in the Transport Study Reports at Appendices K, L and M.

Amen Corner South and Warfield

6.15 The SADPD will allocate these sites for the levels of housing development identified in their respective Core Strategy policies (725 new homes for Amen Corner South and 2,200 for Warfield). The policies also set out the infrastructure requirements associated with the development of these sites.

Other Sites

6.16 Policy SA1 allocates eleven sites on previously developed land within existing settlements for between 10 and 325 new homes. The combined contribution from

these sites is some 983 new homes. Two new sites have been added to the Policy since the Preferred Option stage, namely Land at Old Bracknell Lane West and Chiltern House and the Redwood Building at Broad Lane, Bracknell.

- 6.17 Policy SA2 allocates six sites on other (not previously developed) land within existing settlements for between 12 and 147 new homes. The combined contribution from these sites is some 495 new homes. Two new sites have been added to the Policy since the Preferred Option stage, namely, Popeswood Garage, Hillcrest and Sundial Cottage, London Road, Binfield and Land north of Peacock Lane, Bracknell.
- 6.18 Policy SA3 allocates six sites on the edge of existing settlements for between 16 and 67 new homes. The combined contribution from these sites is some 198 new homes. One new site has been added to the Policy since the Preferred Option stage, namely, Land at Bog Lane, Bracknell.

Other Policies

- 6.19 Changes are proposed to reduce the size of some of the employment areas, in particular the Eastern Industrial Area where a housing allocation for over 200 homes is proposed. It is also proposed to include a policy for the Royal Military Academy Sandhurst to support its nationally important military training function while protecting nature, landscape and heritage interests.
- 6.20 Changes are proposed to the extent of retail and frontage designations within them. These changes reflect up to date guidance in PPS4 and are mostly quite minor apart from the proposal to designate the Peel Centre as an edge-of-centre location. This would be accompanied by a policy to support its ongoing role as a retail warehouse park.
- 6.21 It is also proposed to rationalise the extent of the designations of Open Space of Public Value and settlement boundaries, particularly in relation to providing greater flexibility for school sites. A policy has been added to this version of the SADPD to set out the proposed changes to existing policy designations on the Proposals Map.

Background Material

- 6.22 The context for the housing numbers and detailed analysis of the proposed sites and other policy issues is set out in the Background Paper at Appendix D. As part of the process of preparing the Draft Submission Site Allocations DPD a number of additional studies have been prepared, some as updates to previous work. The new and updated studies are appended to this report as follows:

APPENDIX	
J.	Strategic and Small Sites Viability Assessment
K.	Transport Study – Validation Report
L.	Transport Study – Forecast to 2026
M.	Transport Study – Proposed Measures Report
N.	Transport Study - Journey Time Report
O.	Updated Landscape Analysis August 2011
P.	Bracknell Forest Housing Market Assessment
Q.	Habitat Regulations Assessment
R.	Market Perspective of Bracknell Forest Office Floorspace
S.	SHLAA Monitoring Report (base date March 2011)
T.	Planning Commitments for Housing as at 30 September 2011 (mid year

	update)
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- 6.23 The new and updated studies will be published for consultation along with the Draft Submission SADPD. Previous studies, Environmental Appraisals and other supporting documents produced during the process will also be available on the Council website and will form part of the submission to the Secretary of State.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 7.1 Nothing to add to the report.

Borough Treasurer

- 7.2 Officers are working within the existing LDF budget for the current year, any future years impact will be considered for inclusion in the commitment budget as part of the budgeting process.

Equalities Impact Assessment

- 7.3 See Equalities Impact Assessment attached at Appendix X.

Strategic Risk Management Issues

- 7.4 The Strategic Risk Register includes under Potential Risk Category 8 (Infrastructure and Maintenance of Assets) Risk 8.5 which is - Impact of additional dwellings in the borough before 2026 and the accompanying estimated 2000 additional jobs will require significant infrastructure improvements (transport, schools, hospitals). The identified action is - Complete Site Allocations Development Plan Document (SADPD). The proposed publication and submission of the SADPD are statutory stages in taking forward the SADPD to examination and final adoption.

8 CONSULTATION

- 8.1 There has been extensive consultation throughout the process of preparing the SADPD. At this advanced stage in the process the next consultation will seek views on the soundness of the document and whether the correct procedures have been followed during its preparation. Soundness in this context means “founded on a robust and credible evidence base and the most appropriate strategy when considered against the reasonable alternatives”. The test may be expanded through the emerging National Planning Policy Framework. For the Site Allocations DPD to be found sound it must also be deliverable, flexible and able to be monitored. To assist interested parties in participating effectively the response form will give guidance on the tests of a sound plan. Representations should specify in what respect(s) the document is considered to be unsound and what changes are required to make it sound.
- 8.2 It is proposed to carry out the consultation for a period of six weeks from 16 January to 27 February 2012 following the Christmas and New Year holiday period.
- 8.3 The following consultation strategy is proposed:

- a) Online consultation using the Objective consultation portal.
- b) Update front page of Council's web page and Boris to include notification that the Draft Submission SADPD Consultation has commenced and provide direct link to consultation.
- c) Town and Country Article
- d) Press release to local newspapers at start of Draft Submission SADPD Consultation and placing of formal notice.
- e) Explanatory leaflet to complement the Draft Submission SADPD Consultation, this will explain that the consultation is based on soundness and what this means for the way in which responses should be framed.
- f) Question and Answer document explaining in non-technical language how the Draft Submission SADPD has been arrived at and responding to the key issues raised through the Preferred Option Consultation. (attached at Appendix V)
- g) Half page advertisement in local newspapers at start of Draft Submission SADPD Consultation (this is not a statutory requirement but would help to raise awareness).
- h) Email/letter to consultees/individuals on our database who responded to the Participation Document and/or the Preferred Option to inform them that the consultation is taking place and how to access the material and respond (over 1,300 organisations and individuals are on the database).

Background Papers

Appendices

APPENDICES

- A. Summary of key issues raised to Preferred Option Consultation & Council's Response
- B. Draft Submission Site Allocations Development Plan Document
- C. Draft Submission Proposals Map
- D. Draft Submission Background Paper
- E. Summary of Responses to the Preferred Option Consultation
- F. Sustainability Appraisal (Incorporating SEA), Draft Submission Site Allocation Development Plan Document
- G. Sustainability Appraisal (Incorporating SEA) Appendices, Draft Submission Site Allocation Development Plan Document
- H. Sustainability Appraisal (Incorporating SEA) Non-Tech Summary, Draft Submission Site Allocation Development Plan Document
- I. Infrastructure Delivery Plan
- J. Strategic and Small Sites Viability Assessment
- K. Transport Study – Validation Report
- L. Transport Study – Forecast to 2026
- M. Transport Study – Proposed Measures Report
- N. Transport Study - Journey Time Report

- O. Updated Landscape Analysis August 2011
- P. Bracknell Forest Housing Market Assessment
- Q. Habitat Regulations Assessment
- R. Market Perspective of Bracknell Forest Office Floorspace
- S. SHLAA Monitoring Report (base date March 2011)
- T. Planning Commitments for Housing as at 30 September 2011 (mid year update)
- U. Site Allocations DPD Consultation Statement [Reg 30(1)(d)]
- V. Question and Answer Document
- W. Overview and Scrutiny Report
- X. Equalities Impact Assessment
- Y. Minutes of SADPD Overview & Scrutiny Working Group

Contact for further information

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Doc. Ref

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How to get involved

The Preferred Option document is available for consultation between **Monday 8th November and Friday 17th December 2010.**

The Council is also holding public exhibitions in Binfield and Growthorne focused on the proposed developments in these areas. All are welcome to attend. Dates and venues are as follows:

Where	When
Binfield Primary School, Benetfeld Road	Wednesday 17th November from 6pm to 9pm
Binfield Parish Council Office, Benetfeld Road	Thursday 18th November from 2pm to 5pm
Binfield Parish Council Office, Benetfeld Road	Saturday 20th November from 10am to 1pm
Growthorne Baptist Church, High Street	Tuesday 23rd November from 10am to 1pm
Growthorne Baptist Church, High Street	Saturday 27th November from 10am to 1pm
Growthorne Parish Council Office - Morgan Centre, Wellington Road	Thursday 2nd December from 6pm to 9pm

This Draft Submission Site Allocations Development Plan Document (known as the 'Draft Submission Document') is published for a period of 6 weeks in order to provide the opportunity for anyone to make formal representations on the document.

Purpose of the Publication Period

The purpose of this statutory 'publication' period is to provide the opportunity for representations to be made on whether the Draft Submission Document is legally compliant and/or whether it is 'sound'.

What is a legally compliant and 'sound' plan ?

To be legally compliant the Draft Submission Document must be prepared in accordance with a Local Development Scheme ⁽¹⁾ and with the Statement of Community Involvement. ⁽²⁾ It should have been subject to sustainability appraisal and have had regard to national policy.

Besides being legally compliant, the Draft Submission Document also needs to be 'sound'. The criteria for a 'sound' plan are set out in national policy ⁽³⁾

A 'sound' plan is one that is:

- 1 Bracknell Forest Borough Local Development Scheme, BFC, August 2011.
<http://www.bracknell-forest.gov.uk/local-development-scheme.pdf>
- 2 Bracknell Forest Borough Local Development Framework Statement of Community Involvement, BFC, 2006
<http://www.bracknell-forest.gov.uk/environment/planning-and-development/planning-policy/en/local-development-framework-en-statement-of-community-involvement.htm>
- 3 Planning Policy Statement 12: creating strong safe and prosperous communities
<http://www.communities.gov.uk/documents/planningandbuilding/pdf/pps12lsp.pdf>

- **Justified,**
- **Effective, and**
- **Consistent with national policy.**

<p>A justified plan is:</p> <ul style="list-style-type: none"> • founded on a robust and credible evidence base • the most appropriate approach when considered against the reasonable alternatives 	<p>An effective plan is:</p> <ul style="list-style-type: none"> • deliverable • can take account of changing circumstances (flexibility) • able to be monitored
--	--

Representations should explain in what way(s):

- **the Council has not followed correct procedures (i.e the document is not legally compliant); and/or**
- **the Draft Submission Document is not 'sound' and what change(s) would need to be made to make it 'sound'.**

Further information on soundness can be found in the accompanying guidance leaflet

How to make a representation

This Draft Submission Document is published for submission of representations between 16 January 2012 and 27 February 2012. Only those who have submitted their representations within this 6 week period have the statutory right to have their comments sent to the Secretary of State and subsequently considered by a Planning Inspector.

There are a number of ways in which you can make comments on the Preferred Option ~~this~~ document. To save time and reduce costs, the Council would prefer you to respond electronically by using the following link to our planning consultation portal: <http://consult.bracknell-forest.gov.uk/portal/planning/siteallocations/draftsubmission> sub then click on the 'read and comment on document' box.

If you would rather use an alternative method, the Council has produced a response form that can be completed and returned. You can use the form to comment on any in the Preferred Option ~~Option~~ **Draft Submission** Document.

An electronic version of the form can be downloaded from the supporting documents section of the SADPD Preferred Option ~~Option~~ **Draft Submission** page of our Planning Portal. Once you have completed the form, please email it to development.plan@bracknell-forest.gov.uk. Paper copies of the form are available from the Council Offices at Time Square and Easthampstead House, local libraries and Town/Parish Council Offices or can be requested by phoning 01344 352000. Once you have completed all, or part, of the form, please email or post it to:

Spatial Policy

**Environment, Culture & Communities
Bracknell Forest Council
Time Square
Market Street
Bracknell
RG12 1JD**

Please note that any representations submitted cannot be treated as confidential and may be made available to others if requested.

What will happen to your representation

Any representations received will be available to view through the planning consultation portal sometime after the close of consultation. Please check <http://www.bracknell-forest.gov.uk/sadpd> for updates.

Your representations will be sent to the Secretary of State in June 2012 along with the Draft Submission Document and any changes that the Council is proposing, for consideration by an Inspector. The Inspector is likely to hold a series of public hearing sessions to discuss issues raised on the SADPD in relation to legal compliance and 'soundness' and will then make a report to the Council setting out any changes that may be required.

Please note that only representations made at this stage are specifically considered by the Inspector. It is therefore important that you make your views known, even if you made comments at the previous stage (Preferred Option SADPD, November 2010- January 2011). Please note that representations should only be made in relation to whether the Draft Submission Document is legally compliant and/or whether it is 'sound'.

Your views will help inform the next stage of producing a pre-submission document for a period of formal consultation. This will be followed by the final submission of the document to the Secretary of State, together with any proposed changes. There will then be a public examination by an independent Inspector (further details are given in the timetable in Appendix 1: 'Stages and timetable for Site Allocations DPD').

Supporting documents

The Preferred Option **Draft Submission Document** is supported by a number of **background** documents including a summary of the main issues raised at the last **Preferred Option** consultation and the Council's responses to these. There are also a number of technical studies that the Council has undertaken or commissioned. All have been used to guide the development of the Preferred Option **Draft Submission Document**. **The background documents and technical studies are listed in Appendix 11: 'New appendix. List of key background studies'.**

- 1 Summary of Responses to SADPD Participation (Options Consultation) - Feb-Apr 2010
- 2 Preferred Options Background Paper
- 3 Strategic Flood Risk Assessment
- 4 Employment Land Review

- 5 Strategic Housing Land Availability Assessment Monitoring Report 2010
- 6 Landscape Capacity Study
- 7 Draft Strategic Housing Market Assessment
- 8 Phase 1 Ecological Surveys
- 9 Master Planning Support
- 10 Infrastructure Delivery Plan
- 11 Retail Study
- 12 Transport Accessibility Assessment
- 13 Archaeological Site Assessment
- 14 Habitat Regulations Appropriate Assessment

Further information

If you have any queries about this document, please contact a member of the Development Plans Team using the e-mail or postal addresses above, or phone: 01344 352000.

More information on the Local Development Framework is at
<http://www.bracknell-forest.gov.uk/ldf>

1 Introduction

1.1 Purpose and structure of document

Introduction

1.1.1 Bracknell Forest Council is preparing new planning documents which will guide the scale, type and location of new development in the Borough. The first of these, the Core Strategy, was adopted in 2008. This document is the Site Allocations Development Plan Document (SADPD) and is an essential part of implementing the adopted Core Strategy. In particular, the SADPD:

- Identifies sites for future housing development in the Borough;
- Ensures that appropriate infrastructure is identified and delivered alongside new development; and,
- Revises the boundaries of certain designations shown on the Proposals Map e.g. defined employment areas.

1.1.2 Once adopted, the planning policies in this document will be used to determine planning applications along with policies in the Core Strategy and saved policies in the Bracknell Forest Borough Local Plan 2002.

The Structure of this Document

1.1.3 This Site Allocations Development Plan Document (Preferred Option) identifies the Council's preferred locations for different forms of development required to achieve the vision and spatial objectives set out in the Council's adopted Core Strategy. One of its main functions is to allocate sites to meet the Borough's housing needs. In view of this, Section 2 of this document **allocates specific sites in the Borough to deliver future housing**. sets out the Council's preferred approach to dealing with the housing requirement that has yet to be allocated to specific sites. The search for housing sites has included a review of looking at the possibility of using some employment sites for housing. To do this, it has been necessary to look at the Borough's employment needs for the plan period and decide whether or not it is feasible to remove. **As a result this document, proposes the removal of** the employment designation from certain areas **where this will not without prejudice** prejudicing the future health of the Borough's economy. Section 3 of this document therefore deals with employment (3 'Employment')

1.1.4 Following changes in national policy on retail matters, the opportunity is being taken to update the Council's approach to the **boundary boundaries** of retail centres and the identification of primary and secondary frontages. Furthermore, although **Although** an outline planning permission exists for the redevelopment of Bracknell Town Centre, adverse economic conditions have resulted in implementation difficulties. A more flexible approach is now required to allow regeneration to take place in a number of stages. These matters are addressed in Section 4 'Retail'. that deals with retail (4 'Retail')

1.1.5 Section 5 of this document identifies **policy area** boundary changes that will be made as a result of this document and sets out a specific policy **for the proposed changes to the** in relation to boundaries shown on the Proposals Map. The final section of the document (Section 6) **sets out how the policies in this document will be delivered and monitored.** is concerned with other considerations (5 'Section Removed - Other Considerations'). This covers changes to settlement boundaries that are required in recognition of the allocation of land that is currently outside settlement boundaries for development. A review of settlement boundaries in relation to school sites has also taken place, which has revealed that some schools that clearly relate to existing settlements are not currently shown as being within the settlement boundary. The document proposes adjustments to the settlement boundaries to address this matter. Policy CS8 of the Core Strategy deals with 'Recreation and Culture'. 'Recreational Facilities' are defined within the supporting text to the policy and an 'Open Space of Public Value' notation is shown on various areas of land on the Proposals Map. Section 5.2 of this document (5.2 'Open Space of Public Value') considers reviewing this approach. 'Other Considerations' also contains a few paragraphs about Infrastructure, providing a review of items that fall within the general definition.

1.1.6 The appendices to the document include background information to the proposed housing allocations, including a Housing Trajectory. Maps showing the boundaries of a number of housing sites referred to in the policies are also included together with extracts from the Bracknell Forest Borough Proposals Map showing proposed changes relating to the issues outlined above. The appendices also contain a list of existing Development Plan policies that would be replaced by policies in the Site Allocations document. (Appendix 16: 'Appendix to be removed - Existing Development Plan Policies to be replaced').

1.2 New Section - Context

1.2.1 In preparing this SADPD, the Council has had regard to a range of other evidence including national planning policy, plans and strategies produced by this Council, technical evidence such as the Employment Land Review, and consultation feedback. In addition, the SADPD has been subject to a Sustainability Appraisal and Habitats Regulation Assessment as set out below.

National Planning Policy/Legislation

1.2.2 The SADPD has been prepared having regard to existing and emerging national planning policy. Relevant national policy includes the Plan for Growth published by the Government in March 2011, and emerging policy set out in the Draft National Planning Policy Framework ((NPPF) July 2011). Once adopted the NPPF will replace existing national planning policy set out in Planning Policy Statements and Planning Policy Guidance. However, at the time of writing this document, these remain in place.

1.2.3 The Draft NPPF sets out the Government's economic, environmental and social planning policies for England and seeks to ensure the promotion of sustainable development. In particular, the Draft NPPF emphasises the need to ensure sufficient land is available for economic development and the provision of an increased supply of housing. The SADPD is consistent with these principles in that its purpose is to help to deliver the development requirements set out in the Core Strategy and to enable the delivery of new homes. In accordance with the Draft NPPF, the SADPD also identifies the relevant infrastructure that will be needed alongside new development following extensive joint working with infrastructure providers. The final NPPF may be amended following the results of public consultation. The content of the SADPD and manner of preparation is consistent with the general principles and direction set out in the Draft NPPF.

1.2.4 National planning legislation provides the context for the preparation of Development Plan Documents and includes provisions that enable the Council to secure necessary infrastructure through planning obligations and the Community Infrastructure Levy.

Development Plan

1.2.5 The development plan for the Borough currently consists of the South East Plan, the saved policies in the Bracknell Forest Borough Local Plan, 2002, and the Core Strategy Development Plan Document, 2008. Once adopted, the development plan will include the Site Allocations DPD. The determination of planning applications must be made in accordance with the development plan unless material considerations indicate otherwise.⁽⁴⁾ It is therefore important that the separate documents that collectively comprise the development plan are not read in isolation.

South East Plan

1.2.6 The South East Plan sets out the regional planning policies for the South East. It was approved in 2009 and sets out the vision for planning for the region up to 2026. Whilst this document currently forms part of the development plan, the Government has clearly stated its intention to revoke Regional Strategies. The Localism Bill will allow this to happen and is currently

4 Section 38 of the Planning and Compulsory Purchase Act 2004, <http://www.legislation.gov.uk/ukpga/2004/5/contents>

progressing through Parliament. It is possible that Royal Assent will be in April 2012. It is unlikely that the South East Plan will form part of the development plan on adoption of the SADPD.

Core Strategy

1.2.7 The Bracknell Forest Core Strategy was adopted in 2008 and provides the framework for future development in the Borough. Sections of the Core Strategy that are of particular relevance to the SADPD, are the amount of new housing to be delivered in the Borough up to 2026 (Policy CS15), the approach to locating future development in the Borough (Policy CS2), the identification of two future locations of development (Policies CS4 and CS5) and policies relating to employment, retail development and the protection of the environment including the Thames Basin Heaths Special Protection Area. ⁽⁵⁾

Bracknell Forest Borough Local Plan

1.2.8 The Bracknell Forest Borough Local Plan was adopted in 2002 and contains saved policies which form part of the development plan. These include development management policies such as EN20 (Design considerations in new development) and M4 (Highway measures expected in association with new development).

Annual Monitoring Report

1.2.9 The Council must produce an Annual Monitoring Report⁽⁶⁾ containing information on the implementation of planning policies. Further information on monitoring can be found in section 7 'New Section - Delivery, phasing and implementation' of this document.

Proposals Map

1.2.10 The detailed boundaries of the areas within which policies in the Bracknell Forest Borough Local Plan, the Core Strategy and subsequent documents apply are illustrated on the adopted Proposals Map. This Map will be formally revised alongside the adoption of this SADPD. Changes to the Proposals Map that result from this document are set out in Appendix X, and the relevant policy context is set out in Section 6 'New Section - Proposals Map changes'.

Sustainability Appraisal/Habitats Regulation Assessment

1.2.11 The SADPD has been subject to Sustainability Appraisal, incorporating the requirements for a Strategic Environmental Assessment at all stages of preparation. The purpose of this appraisal is to ensure that the policies within the SADPD contribute to sustainable development. The findings of this process have informed the policies in this document. ⁽⁷⁾

1.2.12 The Council has also produced a Habitats Regulations Appropriate Assessment to support the SADPD. This can be viewed at the link above. This concludes that no adverse effects will occur on protected European sites provided that:

- no residential development is permitted within 400m of the Thames Basin Heaths Special Protection Area (SPA),
- appropriate Suitable Alternative Natural Greenspace (SANG) can be provided in perpetuity,

5 The Core Strategy is available to view at <http://www.bracknell-forest.gov.uk/corestratgey>.

6 Annual Monitoring Report <http://www.bracknell-forest.gov.uk/monitoring>

7 The Sustainability Appraisal can be viewed at xxx and is also subject to consultation for a 6 week period between xx and xx.

- adequate developer contributions are sought towards Strategic Access Management and Monitoring (SAMM) on the SPA, and
- any other measures are taken to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance.

1.2.13 For each relevant development a more detailed Habitats Regulations Appropriate Assessment will need to be undertaken at the planning application stage.

1.2.14 Developments of less than 109 (net) dwellings will be required to make financial contributions towards existing SANG and SAMM and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance. Developments of 109 (net) dwellings or more will be required to provide a bespoke SANG in perpetuity of at least 8ha per 1,000 new population as well as the other measures identified above. A bespoke SANG must be in place and available for use for the occupants of the new development before the first new dwelling is occupied. Where a scheme is developed in phases, each phase of SANG would need to meet quantitative and qualitative criteria as set out in the Avoidance and Mitigation Strategy.

Bracknell Forest Sustainable Community Strategy

1.2.15 The SADPD has also been prepared within the context of other local plans and strategies. In particular, consideration has been given to the vision and priorities set out in the Bracknell Forest Sustainable Community Strategy 2008 - 2014 (SCS)⁽⁸⁾. This Strategy is prepared by the Bracknell Forest Partnership which consists of representatives from the public, private and voluntary sectors. The vision and priorities in the SCS will be delivered collectively by a number of different agencies. Policies in Development Plan Documents should be aligned with those in the SCS and policies in the Core Strategy and in the SADPD therefore have a role to play in delivering some of the SCS priorities, for example, those relating to Sustainable Development, to Protecting the Environment and to Travelling around the Borough. Continuous engagement with the Bracknell Forest Partnership has taken place during the preparation of the SADPD.

Preparation Process

1.2.16 The preparation of this DPD has involved extensive stakeholder and community engagement. The engagement that has been undertaken is consistent with the principles set out in the Council's adopted Statement of Community Involvement, July 2006 (SCI).⁽⁹⁾ Stakeholder and community engagement has included the following key stages:

- Pre production/Regulation 25 public participation/discussions with stakeholders
- Stakeholder workshops
- Public participation on Issues and Options
- Local area workshops
- Consideration of responses to the Issues and Options document
- Consultation on Preferred Options
- Consideration of responses to the Preferred Options document and of additional technical evidence, resulting in preparation of the Draft Submission DPD.

8 The SCS is available to view at: http://www.bracknell-forest.gov.uk/sustainable_community_strategy_2008-2014.pdf

9 The SCI is available to view at: <http://www.bracknell-forest.gov.uk/sci>

1.2.17 Alongside this, consultation has also been undertaken on different stages of the Sustainability Appraisal and Habitat Regulation Assessment. Informal meetings have been held with community groups, individuals, stakeholders and infrastructure providers, and there has been consultation on some of the background documents, for example the Strategic Housing Land Availability Assessment (SHLAA).

Background Evidence

1.2.18 The policies in this document have been informed by an up to date evidence base. The technical background studies that have informed this document are listed in Appendix X **10**. Some of these have been prepared by the Council and some have been commissioned from specialist consultants.

Working with Others

1.2.19 The preparation of the SADPD has involved extensive engagement with the community, infrastructure providers, landowners and other stakeholders. This has included ongoing engagement with relevant adjoining local authorities, close working with infrastructure providers to identify the need for, and delivery of necessary infrastructure, and ongoing involvement in cross boundary issues such as working groups associated with the Thames Basin Heaths Special Protection Area. This will assist the implementation of all proposals in an integrated and comprehensive way. Particularly close working has taken place with Wokingham Borough Council as a number of major development areas (Strategic Development Locations) are planned in the Borough. This has included the sharing of transport data that has been fed into both Councils' transport models in order to arrive at transport measures that take account of all relevant planned development. The background increase in traffic levels arising from planned growth in other adjoining Boroughs, including the Royal Borough of Windsor and Maidenhead, has also been accounted for in the traffic modelling that underpins the planned highway improvements.

1.3 Objectives and sub-objectives

1.3.1 The SADPD will help deliver the vision and objectives of the Core Strategy. In view of the role of SADPD in allocating sites for future development needs, it is considered appropriate to expand on the aims of particular Core Strategy objectives by adding further detailed sub objectives concerned with the delivery of housing, provision of infrastructure and impact on the Strategic Road Network. The Core Strategy objectives and related additional sub objectives are as follows.

- A To plan for a balance of housing and employment growth.
- A (i) *To ensure an adequate supply of land to deliver the community's needs based on the Core Strategy housing target.*
- E To promote a transport system which enables access to services, by a choice of transport modes.
- E (i) *To mitigate against the impacts of development on the operation of the Strategic Road Network (with particular emphasis on Junction 10 of the M4 and Junction 3 of the M3) and on local roads.*
- G To support and facilitate essential community facilities and infrastructure in accessible locations.
- G (i) *To co-ordinate new developments with the provision of infrastructure so that it is available at appropriate points in the development process. This should be based on the preparation of an Infrastructure Delivery Plan.*

In considering how future development needs can be met, it is inevitable that there will be conflicts in trying to meet these and other Core Strategy objectives. As a result, it must be accepted that trade-offs between objectives will have to occur. ~~However, it is considered that~~ **The** Core Strategy objectives and the suggested SADPD sub objectives provide a framework within which alternative options **have been** ~~can be~~ assessed, adverse impacts identified and, as far as possible, mitigated against.

2 Housing

2.1 Approach to housing

Why do we have to allocate more land for housing development?

2.1.1 The Council's adopted Core Strategy⁽¹⁰⁾ identifies that 10,780⁽¹¹⁾ dwellings are needed in the Borough for the period 2006 - 2026. This is a locally-derived requirement. In dealing with how this requirement is to be met, the Council is required by Government to identify and maintain a rolling 5 year supply of deliverable sites. The SADPD is an important means of implementing the Core Strategy. Any additional requirement resulting from changes to national planning policy (in the emerging Draft National Planning Policy Framework) or other recent evidence will be dealt with through a review of the Core Strategy⁽¹²⁾.

Requirement remaining to be allocated

2.1.2 The 10,780 new homes are required between 2006 and 2026. This means that we are already into the sixth year of the plan period. Account therefore needs to be taken of the homes already built and planned which will contribute to meeting the requirement. This means subtracting from the Core Strategy figure the following:

- homes already completed from 1st April 2006 to 30th September 2011 (1,953);
- homes with planning permission (commitments) on small, medium and large sites at 30th September 2011 and the number that were under construction or yet to be started (2,437)⁽¹³⁾.
- homes accepted in principle including the homes which are already planned on sites identified in the Core Strategy at Amen Corner and Warfield (2,926).

2.1.3 These sources amount to **7,316 homes**. When these are subtracted from the total requirement, it leaves sites for a further **3,464 homes to be found by 2026**. These figures are summarised in the figure below, and in Appendix 3: 'New Appendix - Housing Trajectory' relating to land supply data.

Table 1 How will the Housing Requirement be met?

1,953	Homes completed between 2006 and 2011
2,437	Homes with planning permission, (small, medium & large sites) at 30th September 2011
2,926	Homes planned at Amen Corner and at Warfield
3,464	Remaining to be found
10,780	Total⁽¹⁾

10 Core Strategy Development Plan Document (Feb 2008): <http://www.bracknell-forest.gov.uk/corestrategy>

11 Core Strategy Policy CS15 relates to 11,139 dwellings, this included an additional 359 homes carried forward from a previous plan period, which are no longer relevant, equating to 10,780

12 A programme for a review of the Core Strategy is set out in the Local Development Scheme: <http://www.bracknell-forest.gov.uk/lgs>

13 See <http://www.bracknell-forest.gov.uk/monitoring> for housing commitment data

1. All figures are net

Table 2 Where we are proposing to build the rest

150	Small windfall allowance (30 per year, last 5 years only)
198	Homes on small sites on the edge of settlements
1,478	Homes on land in existing settlements (previously developed land and other)
2,070	Homes on extensions to Bracknell or other larger settlements
3,896	Homes on possible sites⁽¹⁾

1. All figures are net

The site selection process

2.1.4 The housing allocations in this document have been determined in accordance with the following:

- Assessment against national and local planning policy.
- Development of a robust evidence base, including infrastructure needs.
- Stakeholder and community participation.
- Assessment through the Sustainability Appraisal process.
- Appropriate Assessment.
- Consideration as to whether sites are deliverable or developable during the plan period.

2.1.5 Detailed site assessment involved two stages. The first stage drew upon the Strategic Housing Land Availability Assessment (SHLAA)⁽¹⁴⁾ which lists sites with potential for housing. This was used to identify possible sites for allocation that met established policy for the location of development set out in Core Strategy Policy CS2 - Locational Principles. These were sites located inside existing settlements, on the edge of settlements and clusters of sites adjoining settlement boundaries. The availability of sites was also tested through the Participation (Issues and Options) Consultation (February 2010)⁽¹⁵⁾ and the Preferred Option Consultation (January 2011)⁽¹⁶⁾. The process was also informed by a range of supporting Background Evidence Papers⁽¹⁷⁾

2.1.6 Stage two of the site selection process has involved assessing possible sites against a number of detailed site specific criteria relating to issues identified in the vision for the Borough and supported by spatial objectives, and a range of evidence (add link to appendix setting out evidence studies).

14 See <http://www.bracknell-forest.gov.uk/SHLAA> for information relating to SHLAA monitoring reports

15 Issues and Options Consultation: http://consult.bracknell-forest.gov.uk/portal/planning/sadpd/sadpd_participation

16 Preferred Option Consultation: <http://consult.bracknell-forest.gov.uk/portal/planning/siteallocations/sadpdpo>

17 See Appendix 11: 'New appendix. List of key background studies'

2.1.7 Three categories of sites are considered which follow the order given in the locational strategy in Core Strategy Policy CS2. They are:

- sites in defined settlements (Policies SA1 and SA2)
- edge of settlement sites (Policy SA3)
- ~~New~~ urban extensions (Policies SA4-SA7)

2.1.8 In addition, this document also allocates land for development in the two 'Major Locations for Growth' identified in the Core Strategy.

- Allocation of land covered by Core Strategy Policies CS4, land at Amen Corner (Policy SA8)
- Allocation of land covered by Core Strategy Policies CS5, land at Warfield (Policy SA9)

2.1.9 Policies for each of these sites are included later in this section, and formalise the allocation of these sites, and builds upon the principles set out in Core Strategy Policies CS4 and CS5. The Council has adopted the Amen Corner Supplementary Planning Document⁽¹⁸⁾ and anticipates adopting the Warfield Supplementary Planning Document early in 2012⁽¹⁹⁾. These, together with up to date evidence, will help to determine future planning applications on these sites.

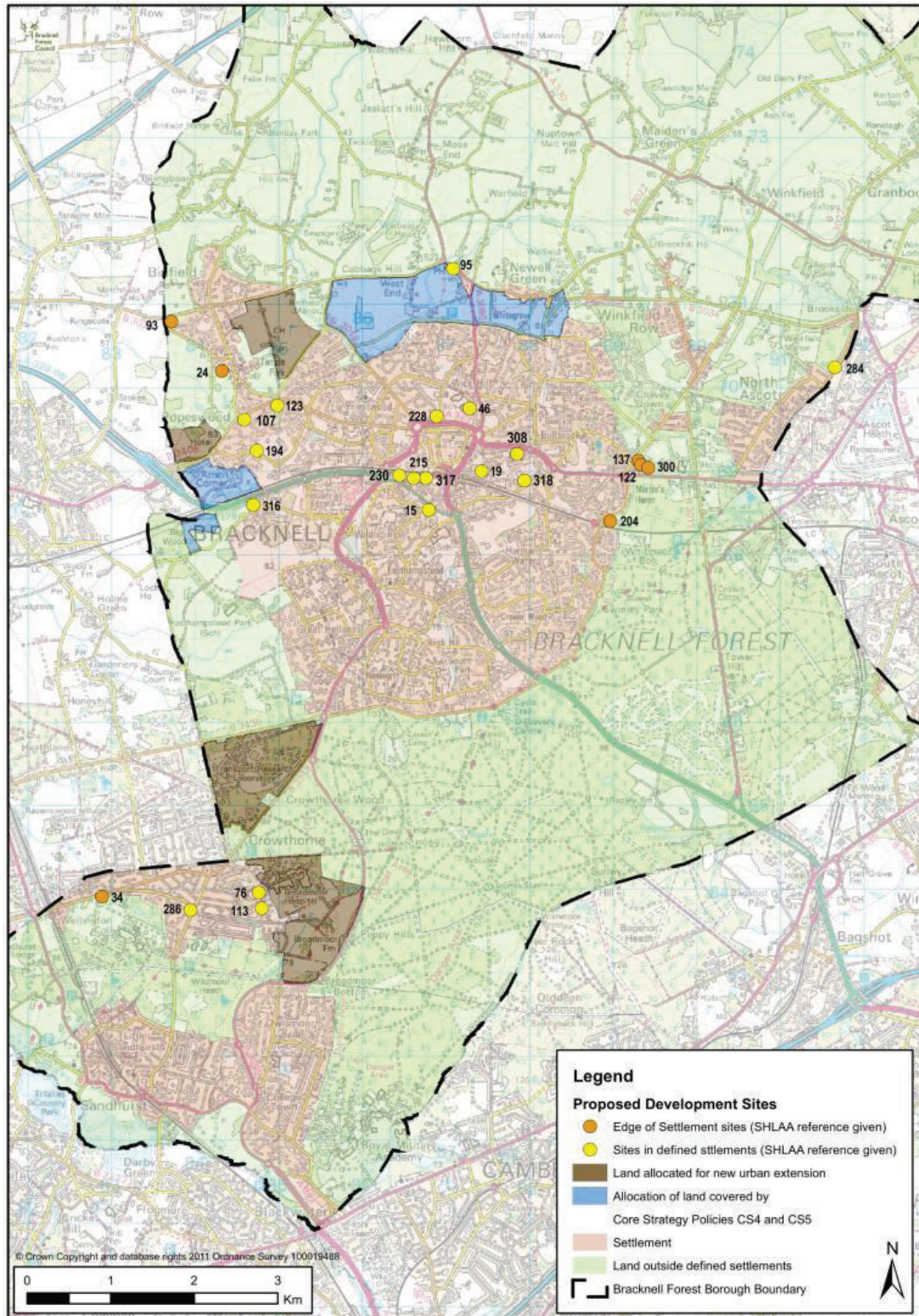
2.1.10 The sub-section dealing with ~~new~~ urban extensions includes illustrative concept plans for each new strategic site. These give an indication of the extent of built development and land to be used as green space.

2.1.11 The following map shows the distribution of the different categories of allocated housing sites:

18 See: <http://www.bracknell-forest.gov.uk/amencorner>

19 See: <http://www.bracknell-forest.gov.uk/warfield>

Map 1 Key map to show location of allocated housing sites within the SADPD.



2.1.12 The Core Strategy identifies the need to provide 10,780 additional homes between 2006 and 2026. Provision has already been made for 7,154 homes (see Appendix 2: 'Appendix to be removed - Housing'). This Section sets out the Council's preferred approach to making provision for the remaining 3,626:

2.1.13 Three categories of sites are considered which follow the order given in the locational strategy set out in the Core Strategy (Policy CS2). They are:

- sites in defined settlements
- edge of settlement sites
- new urban extensions

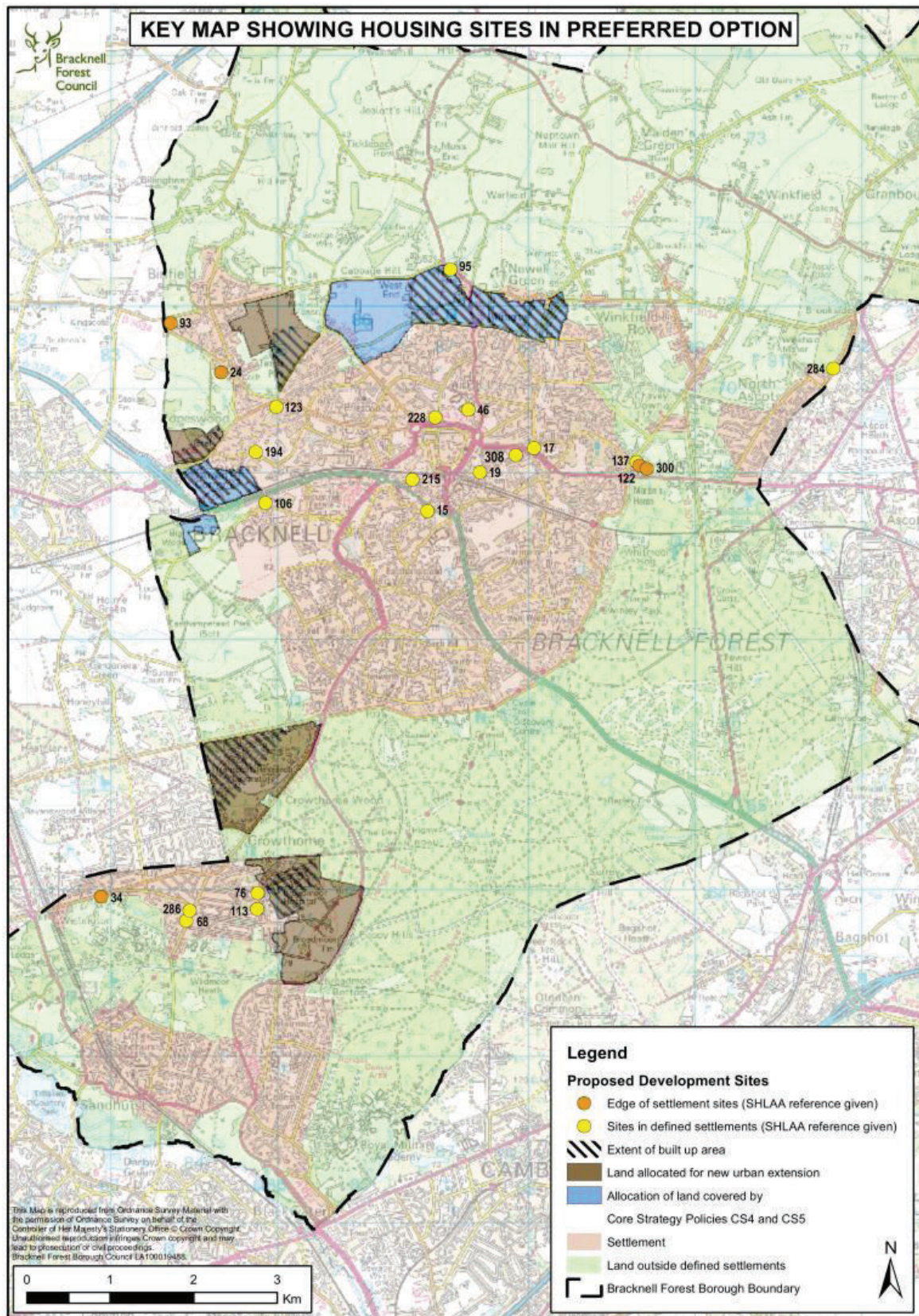
2.1.14 In addition, this document also seeks to allocate land for development in respect of the two 'Major Locations for Growth' agreed through the Core Strategy:

- Allocation of land covered by Core Strategy Policies CS4 (land at Amen Corner) and CS5 (land at Warfield):

2.1.15 The following map shows the distribution of the different categories of sites proposed for allocation. It is important to note that the extent of the urban extensions shown on the 'Key Map' (Map 2 'Superseded Key map to show location of housing sites within Preferred Option') includes land that will be built upon (see hatched area) as well as land that is to be laid out as open space to serve the built development. In the sub-section dealing with new urban extensions (2.4 'Urban extensions'), illustrative concept plans follow each policy relating to an urban extension. These give a clearer idea of the extent of built development and land to be used as green space:

2.1.16 The Council will be declaring two Air Quality Management Areas (AQMAs) in the Borough at the beginning of 2011 (Bracknell Road/Crowthorne High Street, Crowthorne and Downshire Way/Bagshot Road, Bracknell). There will then be a need to produce an action plan that will set out actions to be pursued in order to achieve air quality objectives set by the Department for Environment, Food and Rural Affairs. All relevant proposals put forward in this section of the document will need to contribute to the objectives of achieving improved air quality:

Map 2 Superseded Key map to show location of housing sites within Preferred Option



2.2 Sites in defined settlements

Sites in defined settlements

2.2.1 Two type of sites within existing settlements are included in the Core Strategy locational Policy CS2. They are:

- previously developed land within defined settlements, and
- other land within defined settlements

2.2.2 Priority is given to the first type mentioned above, in terms of the sequence of search. They are dealt with in the same order below.

Previously developed land and buildings in defined settlements

2.2.3 A profile of each individual site, together with a site location plan is contained in 'Appendix 4: 'Profiles of sites proposed for housing on previously developed land within defined settlements" The profiles identify the requirements referred to in the policy. All sites must meet other policies in the development plan.

Policy SA 1

Previously Developed Land in Defined Settlements

The following sites (as shown on the Proposals Map⁽²⁰⁾), are identified for housing and should be developed in accordance with the requirements identified in respect of each site and all general policy considerations.

Address	Estimated capacity (net dwellings)
Adastron House, Crowthorne Road, Bracknell	18
Garth Hill School, Sandy Lane, Bracknell	100
Land at Battle Bridge House, and Garage, Forest Road, Warfield	14 10
Peacock Bungalow, Peacock Lane, Binfield	28
Land at School Hill, Crowthorne (This was previously an SA2 site)	20
Farley Hall, London Road, Binfield	35 65
The Depot (Commercial Centre), Bracknell Lane West, Bracknell	77 115

²⁰ the extent of each site is also shown in the maps in Appendix 4: 'Profiles of sites proposed for housing on previously developed land within defined settlements'

Albert Road Car Park, Bracknell	40
The Iron Duke, Waterloo Place, Old Bakehouse Court, High Street, Crowthorne	20 16
Land to the north of Eastern Road, Bracknell	216 325
Land at Old Bracknell Lane West, Bracknell	203
Chiltern House and the Redwood Building, Broad Lane, Bracknell	71
TOTAL	548 983

Other land within defined settlements

2.2.4 A profile of each individual site, together with a site location plan is contained in 'Appendix 5: Profiles of sites proposed for housing on other land within defined settlements'. The profiles identify the requirements referred to in the policy. All sites must meet other policies in the development plan.

Policy SA 2

Other Land within Defined Settlements

The following sites (as shown on the Proposals Map⁽²¹⁾), are identified for housing and should be developed in accordance with the requirements identified in respect of each site and all general policy considerations.

Address	Estimated capacity (net dwellings)
Bay Drive, Bracknell	40
The Football Ground, Larges Lane, Bracknell	85 102
24-30 Sandhurst Road, Crowthorne	10
Land at Cricket Field Grove, Crowthorne	100 145
Land at School Hill, Crowthorne (This is now an SA1 site)	20
Sandbanks, Longhill Road, Bracknell (Winkfield Parish)	11
Land north of Cain Road, Binfield	75
152 New Road, Ascot (Winkfield Parish)	12
Popeswood Garage, Hillcrest and Sundial Cottage, London Road, Binfield	14
Land north of Peacock Lane, Bracknell (Binfield Parish)	147
TOTAL	353 495

21 the extent of each site is also shown in the maps in Appendix 5: 'Profiles of sites proposed for housing on other land within defined settlements'

2.3 Edge of settlement sites

2.3.1 A profile of each individual site, together with a site location plan is contained in 'Appendix 6: Profiles of sites proposed for housing on edge of settlements'. Extracts of the Proposals Map to show the areas for allocation, and changes to the defined settlement boundary are contained in Appendix 14: 'Appendix to be removed – Housing sites settlement boundary changes proposals map extracts'. The profiles identify the requirements referred to in the policy. All sites must meet other policies in the development plan.

Policy SA 3

Edge of Settlement Sites

The following sites (as shown on the Proposals Map⁽²²⁾), are identified for housing and should be developed in accordance with the requirements identified in respect of each site and all general policy considerations.

Address	Estimated capacity (net dwellings)
White Cairn, Dukes Ride, Crowthorne	16
Land East of Murrell Hill Lane, South of Foxley Lane and North of September Cottage, Binfield	67
Land at junction of Forest Road and Foxley Lane, Binfield	34 26
Sandbanks, Longhill Road and Dolyhir, Fern Bungalow and Palm Hills Estate, London Road, Bracknell (Winkfield Parish)	60 49
Land at Bog Lane, Bracknell (Winkfield Parish)	40
TOTAL	174 198

22 All sites that are allocated will ultimately be shown on the Bracknell Forest Proposal Maps. At this stage, the extent of each site is shown in the maps in Appendix 6: 'Profiles of sites proposed for housing on edge of settlements'

2.4 Urban extensions

2.4.1 New Urban extensions are proposed as follows:

- land at Broadmoor, Crowthorne
- land at Transport Research Laboratory, Crowthorne
- **land at** Amen Corner North, Binfield
- land at Blue Mountain, Binfield

2.4.2 These sites are identified on the Proposals Map. ~~Changes to the Proposals Map are also required to show the extent of land to be allocated.~~ ⁽²³⁾

Land at Broadmoor, Crowthorne

2.4.3 The Broadmoor Estate is owned by the West London Mental Health NHS Trust who need to find a way of re-providing the Hospital so that it is fit for purpose. The policy set out below includes a significant number of new homes, a **care home/nursing home**, **small research park**, and other supporting development that would help achieve this objective, assuming support from the Government. The majority of land that would be built upon is previously developed land. The development of the site is constrained by a number of environmental and historic designations and the detailed scheme will need to address these.

Policy SA 4

Land at Broadmoor, Crowthorne

Land at Broadmoor, Crowthorne as shown on the Proposals Map and Illustrative Concept Plan is identified for a comprehensive well designed mixed-use development, including the following:

- A redeveloped hospital and ancillary buildings.
- A maximum of 210 residential units (including affordable housing) within the walled garden area (the final number to be subject to further consideration of the impacts on the heritage assets of the site and the justification for the development including the needs of the Listed Building).
- 60 retirement apartments outside the walled garden (the final number to be subject to further consideration of the impacts on the heritage assets of the site and the justification for the development including the needs of the Listed Building).
- A small research park.
- Re-use of the existing hospital buildings for an appropriate use.
- Care home/nursing home.
- On-site open space and Suitable Alternative Natural Greenspace (SANG).
- New access road.

The infrastructure required to support this development includes:

23 The Proposals Map changes are in Appendix 7: 'New appendix. Profiles of urban extension sites' section.

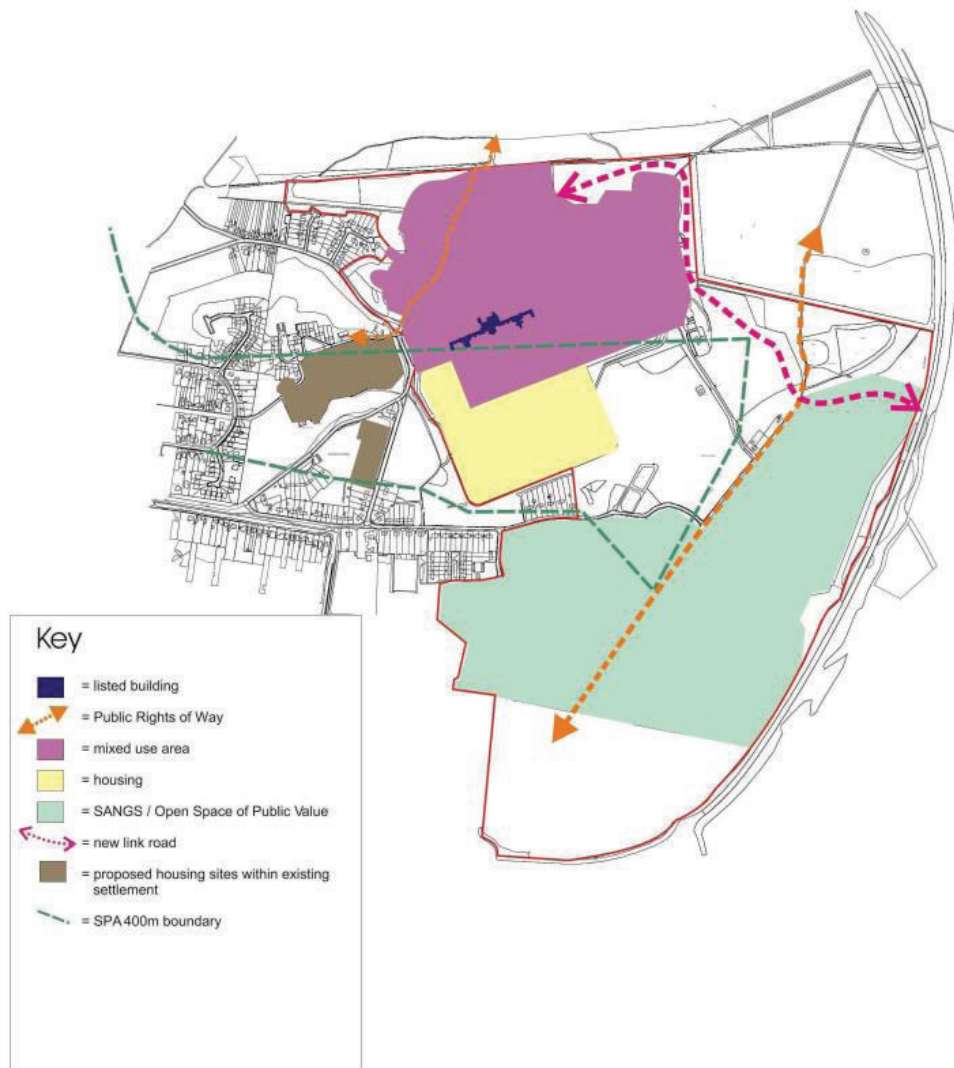
- A comprehensive package of on and off-site transport measures to mitigate the development's impact on roads and encourage sustainable modes of transport.
- On-site in-kind provision of a waste recycling facility.
- Financial contributions towards the provision of Primary School, Secondary School and Special Educational Needs places.
- Off-site in-kind provision or financial contributions towards a multi-functional community hub.
- Measures to avoid and mitigate the impact of residential development upon the Thames Basin Heaths Special Protection Area. This will include provision in perpetuity of on-site bespoke SANG significantly in excess of 8ha per 1,000 new population, a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Council's Thames Basin Heaths (SPA) Avoidance and Mitigation Strategy and relevant guidance.
- A comprehensive package of on-site, in-kind Open Space of Public Value (OSPV), to include re-provision of lost OSPV (to include land at Cricket Field Grove but excluding existing space within the secure perimeter), in accordance with standards.
- Protection and enhancement of Public Rights of Way.
- Integration of Sustainable Drainage Systems.
- Provision of Green Infrastructure (in addition to elements listed above).

The above is not a comprehensive list of requirements. Further details of other mitigation required can be found in the Infrastructure Delivery Plan.

Any application must be accompanied by a Conservation Management Plan to demonstrate that any land use/proposals (including playing fields) will minimise harm to the Listed Building and Historic Parkland (including its topography, vegetation pattern and views).

Policy will also need to include footnotes providing links to the Proposals Map Extract, Concept Plan and a link to the IDP.

Map 3 Illustrative Concept Plan for land at Broadmoor



Implementation

2.4.4 This policy will be implemented through:

- the determination and monitoring of planning applications and appeals, and
- partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.4.5 Due to the complexity of the proposals, the development will need to be phased as the availability of certain parts of the site is to a large extent dependent on the completion and occupation of the new hospital (**due to the need to transfer patients from the existing hospital into the new facility**). It is currently envisaged that work on the new hospital will begin in 2012/2013 and that it will be ready for occupation sometime between **2017/2018**2016–2018. Work could then begin on the redevelopment of the old buildings and re-use of the Listed

Buildings. As a result, the remainder of the housing to be delivered in the walled garden and a further block of **retirement** apartments are unlikely to **commence until 2018** and be completed until 2020/2021 - 2025/2026. The same factor applies to the delivery of the nursing home, small research park and re-use of the Listed Buildings for an appropriate use.

Land at Broadmoor, Crowthorne

2.4.6 The Broadmoor Estate is owned by the West London Mental Health NHS Trust who need to find a way of re-providing the Hospital so that it is fit for purpose. The policy set out below includes a significant number of new homes, a nursing home and other supporting development that would help achieve this objective, assuming support from the Government. The majority of land that would be built upon is previously developed land. The development of the site is constrained by a number of environmental and historic designations and the detailed scheme will need to address these:

Superseded Policy SA4

Land at Broadmoor, Crowthorne as shown on the Proposals Map⁽²⁴⁾ and Illustrative Concept Plan⁽²⁵⁾ is identified for a comprehensive, well designed mixed-use development including the following development:

1. A redeveloped hospital and ancillary buildings.
2. 278 residential units (located outside the 400m buffer to the Thames Basins Heath Special Protection Area):
3. A small research park.
4. Re-use of the Listed Building for an appropriate use.

The development will be accompanied by the following necessary items of infrastructure:

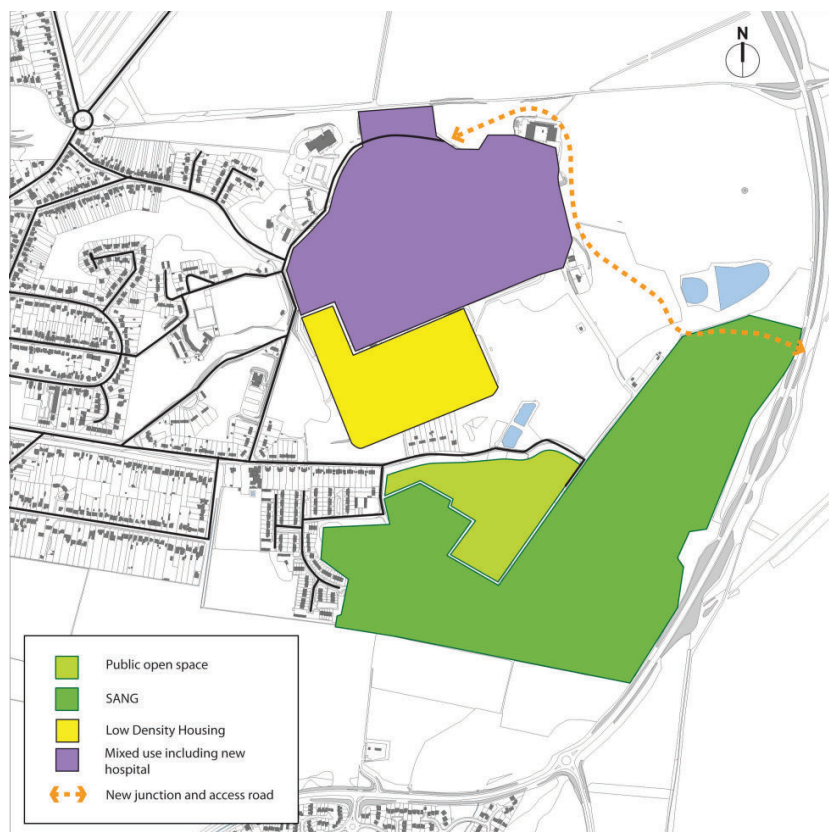
1. Highway capacity improvements to Foresters Way junction with Nine Mile Ride, Bracknell Rd junction with Old Wokingham Rd.
2. Signalisation of Rackstraw Rd and Owlsmoor Rd including bus priority and improvements to Crowthorne High Street.
3. Potential contribution towards strategic highway network improvements (M4 junction 10 and M3 junction 3).
4. Provision of bus links to Crowthorne town centre and the wider area and associated infrastructure.
5. South Rd to be footway/cyclepath with Toucan crossing to link to Owlsmoor.
6. Pedestrian and cycle improvements to Upper Broadmoor Rd and Sandhurst Rd.
7. Affordable housing provision in accordance with policy.
8. Financial contributions towards the provision of additional primary school places.
9. Financial contributions towards the provision of additional secondary school places at Edgbarrow School.
10. Provision of a conservation management plan for safeguarding and maintaining the site's heritage assets including the Listed Building and associated Historic Park and Garden and their settings.
11. On-site bespoke SANG to significantly exceed 8ha per 1000 people to avoid and mitigate the impact of residential development upon the Thames Basins Heath Special Protection Area.
12. A package of additional measures to manage any additional recreational pressures on the Special Protection Area.

24 See Extract of Proposals Map to show allocation of land at Broadmoor Urban Extension (Policy SA4)

25 See Illustrative Concept Plan for Broadmoor

13. Protection and enhancement of public rights of way including the Three Castles ramblers route:
14. 4.5ha of on-site open space and re-provision of Open Space of Public Value lost through new housing development:
15. Sustainable urban drainage systems to ensure there is no increase in surface runoff rates:
16. Other requirements as set out in the Infrastructure Delivery Plan:

Map 4 Superseded Illustrative Concept Plan for Broadmoor



Implementation

2.4.7 This policy will be implemented through:

- the determination and monitoring of planning applications and appeals, and
- partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.4.8 The area to be developed is primarily previously developed land and it is therefore a site that should be given priority in terms of phasing. However, the timescale of various elements of the development are dependent on the re-provision of the Hospital. It is currently envisaged that work on the new Hospital would begin in 2012 and that it would be ready for occupation sometime between 2016 - 2018. Work could then begin on the redevelopment of the old buildings

and re-use of the Listed Buildings. As a result, the remainder of the housing to be delivered in the walled garden and a further block of apartments are unlikely to be completed until the fourth phase (2022/23 - 2025/26) of the plan period. The same factor applies to the delivery of the nursing home, medi-park and re-use of the Listed Buildings for an appropriate use.

Land at Transport Research Laboratory, Crowthorne

2.4.9 The site has almost entirely been used by the Transport Research Laboratory (TRL). However, the extent of land and buildings required has reduced and the majority of the site has been vacated following the expiry of the principal lease in 2011. It is intended to retain the fairly recent TRL headquarters building. Other existing buildings and testing facilities on the site have no potential for re-use. The majority of the site is in single ownership and an alternative use needs to be found. The policy set out below seeks to retain an element of employment use on the site and provide housing in a form that would act as an extension to the existing settlement of Crowthorne, whilst providing a substantial amount of accessible green space. The proposal also involves the provision a new Depot to replace an existing Council facility off Old Bracknell Lane West, Bracknell.

Policy SA 5

Land at Transport Research Laboratory, Crowthorne

Land at the Transport Research Laboratory (TRL), Crowthorne as shown on the Proposals Map and Illustrative Concept Plan is identified for a comprehensive well designed mixed-use development that maintains a buffer between Crowthorne and Bracknell, including the following:

- 1,000 residential units (including affordable housing) (located outside of the 400m buffer to the Thames Basins Heath Special Protection Area (SPA)).
- Neighbourhood centre.
- Primary School.
- Multi-functional community hub.
- Care home/nursing home.
- A replacement for the existing enterprise centre for small and new businesses, (unless a better alternative site can be found elsewhere).
- A depot site (to enable the redevelopment of the Council's existing depot site in Bracknell).
- Provision of green routes along Nine Mile Ride and Old Wokingham Road
- On-site open space and Suitable Alternative Natural Greenspace (SANG).

The infrastructure required to support this development includes:

- A comprehensive package of on and off-site transport measures to mitigate the development's impact on roads and encourage sustainable modes of transport.
- On-site in-kind provision of waste recycling facilities.
- On-site in-kind provision of a Primary School, on sufficient land to allow expansion.
- Financial contributions towards the provision of Secondary School and Special Educational Needs places.
- On-site in-kind provision of a multi-functional community hub, on sufficient land to allow expansion.
- Measures to avoid and mitigate the impact of residential development upon the Thames Basin Heaths SPA. This will include provision in perpetuity of onsite bespoke

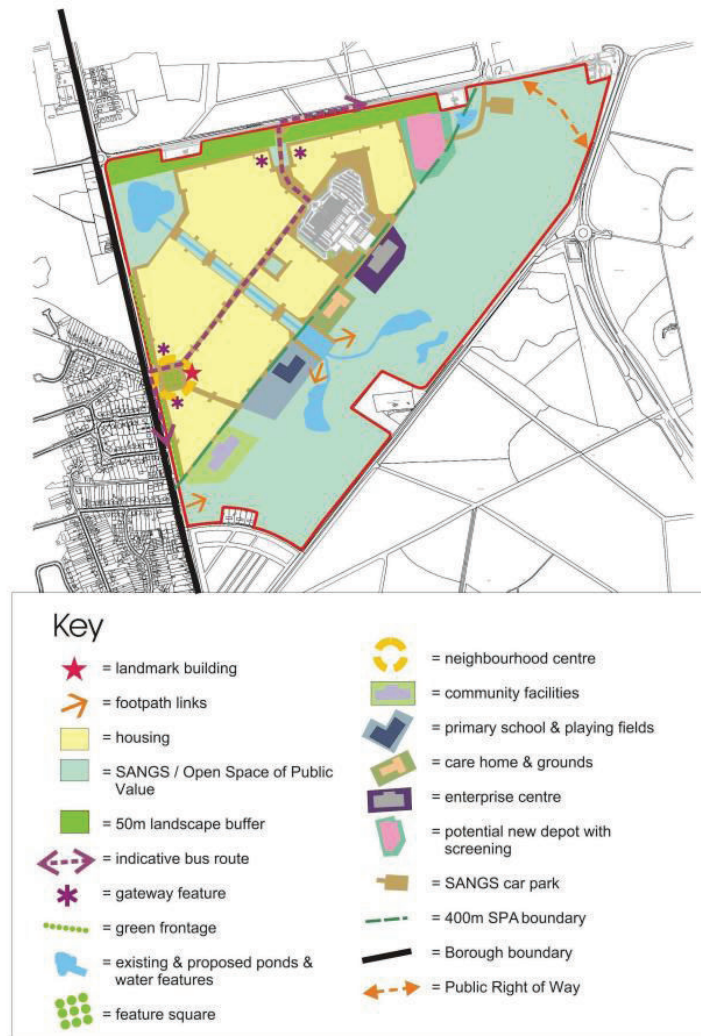
SANG significantly in excess of 8ha per 1,000 new population, a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Council's Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance.

- A comprehensive package of on-site, in-kind Open Space of Public Value, in accordance with standards.
- Protection and enhancement of Public Rights of Way.
- Integration of Sustainable Drainage Systems.
- Provision of Green Infrastructure (in addition to elements listed above).

The above is not a comprehensive list of requirements. Further details of other mitigation required can be found in the Infrastructure Delivery Plan.

Policy will also need to include footnotes providing links to the Proposals Map Extract, Concept Plan and a link to the IDP.

Map 5 Illustrative Concept Plan for land at TRL



Implementation

2.4.10 This policy will be implemented through:

- the determination and monitoring of planning applications and appeals, and
- partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.4.11 The area to be developed is primarily previously developed land and it is therefore a site that should be given priority. Almost all the site is within single ownership and available. Only a few short term leases remain on some premises within the Crowthorne Business Estate. The owner/developer is currently engaged in discussions about the future of the site with a view to submitting a planning application that could be considered in parallel with the SADPD. Provided that an acceptable scheme can be negotiated and the SANG can be provided in a timely manner, it is envisaged that housing could be delivered at a fairly early stage following

adoption of the SADPD. Allowing for some time for the clearance of existing buildings and re-grading of the site it is estimated that the site could start delivering new homes in 2014/15. Depending on market conditions and other factors, it is estimated that the development will take 6-7 years to complete.

2.4.12 Part of the site currently forms the Growthorne Business Estate. This area is designated as a major employment site. It is proposed that this designation is removed in conjunction with this proposal. See Section Employment sites outside defined settlements boundaries and associated extract from the Proposals Map in Employment area proposals map extracts.

Superseded Policy SA5

Land at the Transport Research Laboratory (TRL), Growthorne as shown on the Proposals Map⁽²⁶⁾ and Illustrative Concept Plan⁽²⁷⁾ is identified for a comprehensive, well designed mixed-use development that maintains a gap between Growthorne and Bracknell and includes the following:

1. 1000 residential units (located outside of the 400m buffer to the Thames Basins Heath Special Protection Area);
2. Local Centre located along Old Wokingham Road;
3. Provision of a 2-form entry primary school;
4. Care Home;
5. Employment in the form of an Enterprise Centre for small and new businesses (replacement facility);
6. A depot site to enable the relocation of the Council's existing depot site (Commercial Centre) in Bracknell.

The development will be accompanied by the following necessary items of infrastructure:

1. Highway capacity improvements to Foresters Way junction with Nine Mile Ride, Bracknell Rd junction with Old Wokingham Rd and Dukes Ride junction with Wokingham Road;
2. Capacity improvements to Old Wokingham Road and Nine Mile Ride through a signalised crossroads;
3. Improvements to Growthorne High Street, Dukes Ride and A3095 including Hanworth roundabout;
4. Potential contribution towards strategic highway network improvements (M4 junction 10 and M3 junction 3);
5. Provision of improved bus links to Bracknell Town Centre (including enhancements to service 194) and the wider area and associated infrastructure;
6. Improvements to cycle and pedestrian facilities including improvements to Wokingham Rd linking to Peacock Farm, improved links to Wokingham Borough across Old Wokingham Road junction, and further improvements to links north and south of the site to the existing network;
7. Affordable housing provision in accordance with policy;
8. Financial contributions towards the provision of additional secondary school places at Easthampstead School;
9. Green infrastructure (including provision of on-site open space in accordance with standards);
10. Provision of green route along Nine Mile Ride and Old Wokingham Road.

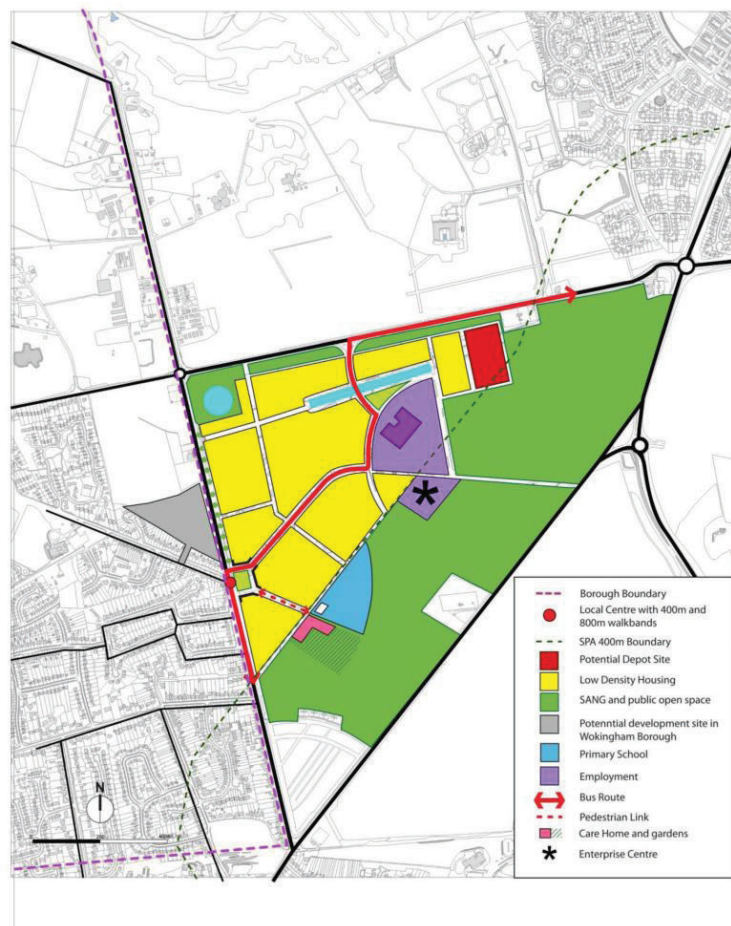
26 See Extract of Proposals Map to show allocation of TRL Urban Extension (Policy SA5)

27 See Illustrative Concept Plan for land at TRL

11. On-site bespoke SANG to significantly exceed 8ha per 1000 people to avoid and mitigate the impact of residential development upon the Thames Basins Heath Special Protection Area.
12. A package of additional measures to manage any additional recreational pressures on the Special Protection Area.
13. Other requirements as set out in the Infrastructure Delivery Plan.

2.4.13 Part of the site currently forms the Growthorne Business Estate. This area is designated as a major employment site. It is proposed that this designation is removed in conjunction with this proposal. See Section 3.3 'Employment sites outside defined settlements boundaries' and associated extract from the Proposals Map in Appendix 12: 'Appendix to be removed - Employment area proposals map extracts'.

Map 6 Superseded Illustrative Concept Plan for land at TRL



Implementation

2.4.14 This policy will be implemented through:

- the determination and monitoring of planning applications and appeals, and
- partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.4.15 The area to be developed is primarily previously developed land and it is therefore a site that should be given priority in terms of phasing. Almost all the site is within a single ownership. Although the TRL currently leases part of the site to be developed, the lease is due to expire in 2011. The owner/developer is currently engaged in discussions about the future of the site and providing an acceptable scheme can be negotiated and the SANGs can be provided in a timely manner, it is envisaged that housing could be delivered at a fairly early stage in the plan period. Although the Housing Trajectory shows the majority of the housing to be delivered during the third phase (2017/18 - 2021/22), the site is shown to start delivering new homes during the second period (2012/13 - 2016/17).

Land at Amen Corner North, Binfield

2.4.16 The majority of the site is in single ownership and has been put forward as suitable for development. The site (which is greenfield) is close to the Borough boundary **with Wokingham Borough**, and adjoins the London Road which forms an important access to Bracknell. The principle of development on land to the south of London Road has already been agreed through Core Strategy Policy CS4 and is addressed within this document under Policy SA8. The development of the two sites together will be used to reinforce the status of this important gateway to Bracknell.

Policy SA 6

Land at Amen Corner North, Binfield

Land at Amen Corner North as shown on the Proposals Map and Illustrative Concept Plan is identified for a comprehensive well designed development that maintains a buffer between Binfield, Wokingham and Bracknell, including the following:

- 400 residential units (including affordable housing).
- On-site open space and Suitable Alternative Natural Greenspace (SANG).

The infrastructure required to support this development includes:

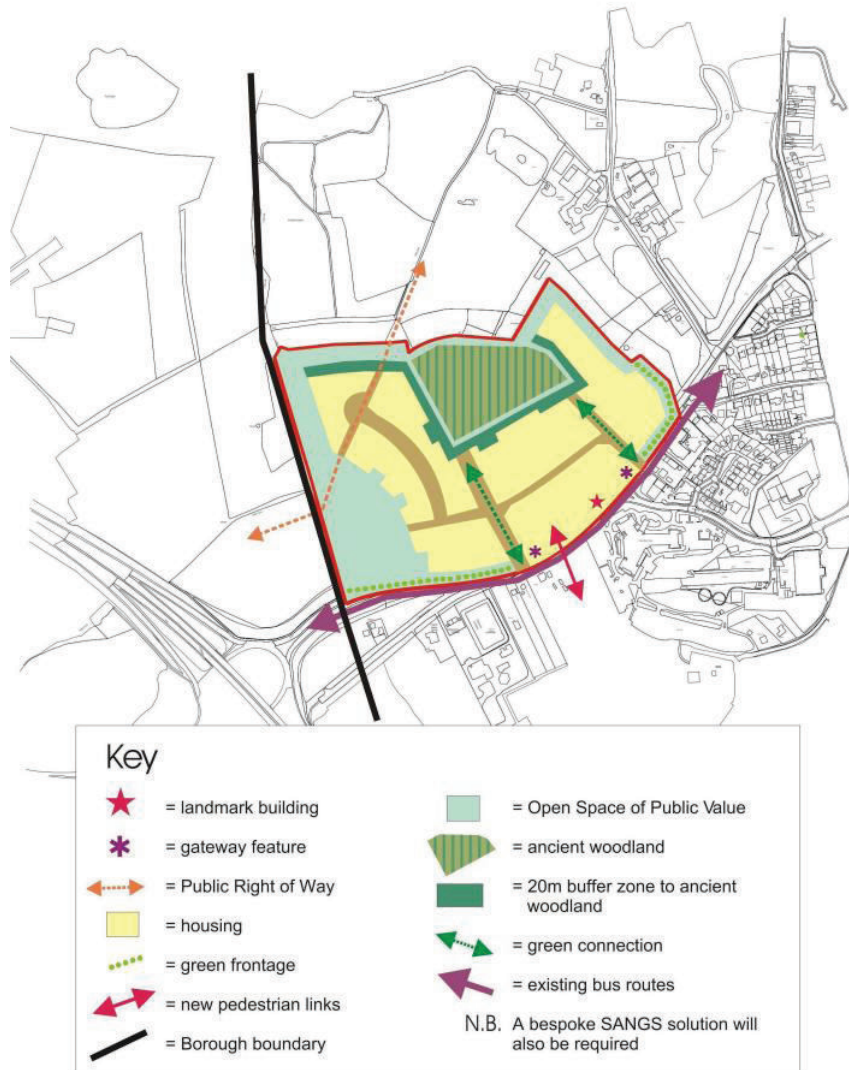
- A comprehensive package of on and off-site transport measures to mitigate the development's impact on roads and encourage sustainable modes of transport.
- On-site in-kind provision of a waste recycling facility.
- Financial contributions towards the provision of Primary School, Secondary School and Special Educational Needs places.
- Off-site in-kind provision or financial contributions towards a multi-functional community hub.
- Measures to avoid and mitigate the impact of residential development upon the Thames Basin Heaths Special Protection Area (SPA). This will include provision in perpetuity of a bespoke SANG of at least 8ha per 1,000 new population a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Council's Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance.
- A comprehensive package of on-site, in-kind Open Space of Public Value, in accordance with standards.
- Protection and enhancement of Public Rights of Way.
- Integration of Sustainable Drainage Systems.
- Provision of Green Infrastructure (in addition to elements listed above).

The above is not a comprehensive list of requirements. Further details of other mitigation required can be found in the Infrastructure Delivery Plan.

Policy will also need to include footnotes providing links to the Proposals Map Extract, Concept Plan and a link to the IDP.

2.4.17 The policy requires the provision of a bespoke SANG, which could be partially on-site of at least 8ha per 1,000 new population to be provided in perpetuity. Provision made must pass an Appropriate Assessment and be agreed by Natural England.

Map 7 Illustrative Concept Plan for land at Amen Corner North.



Implementation

2.4.18 This policy will be implemented through:

- the determination and monitoring of planning applications and appeals, and
- partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.4.19 The development of this site needs to be considered in relation to the development of land at Amen Corner South (Primary School) and Blue Mountain (Secondary School and community facilities) as provision of supporting infrastructure will need to be co-ordinated. The owners/developers of land at Amen Corner South are currently engaged in discussions over the future form of the development with a view to submitting a planning application in 2012. Provided that an acceptable scheme can be negotiated, it is likely that work could commence on the development of this site in 2013. Although more dependent on the SADPD process, the progression of development on land at Blue Mountain is a priority due to the need for the new Secondary School proposed on that site.

2.4.20 In view of this and the fact that Amen Corner North involves the development of greenfield land, the Housing Trajectory shows this site delivering a couple of years after the other sites. The development of this site may also require a satisfactory off-site SANG solution.

Amen Corner North, Binfield

2.4.21 The majority of the site is in single ownership and has been put forward as suitable for development. The site (which is greenfield) is close to the Borough boundary, adjoining the London Road which forms an important access to Bracknell. The principle of development on land to the south of London Road has already been agreed through Core Strategy Policy CS4 and is addressed within this document under Policy SA8. The development of the two sites together could be used to reinforce the status of the area as an important gateway to Bracknell.

Superseded Policy SA6

Amen Corner North (north of London Road), Binfield as shown on the Proposals Map⁽²⁸⁾ and Illustrative Concept Plan⁽²⁹⁾ is identified for a comprehensive, well designed development that maintains a gap between Binfield, Wokingham and Bracknell and provides 400 new homes:

The development will be accompanied by the following necessary items of infrastructure:

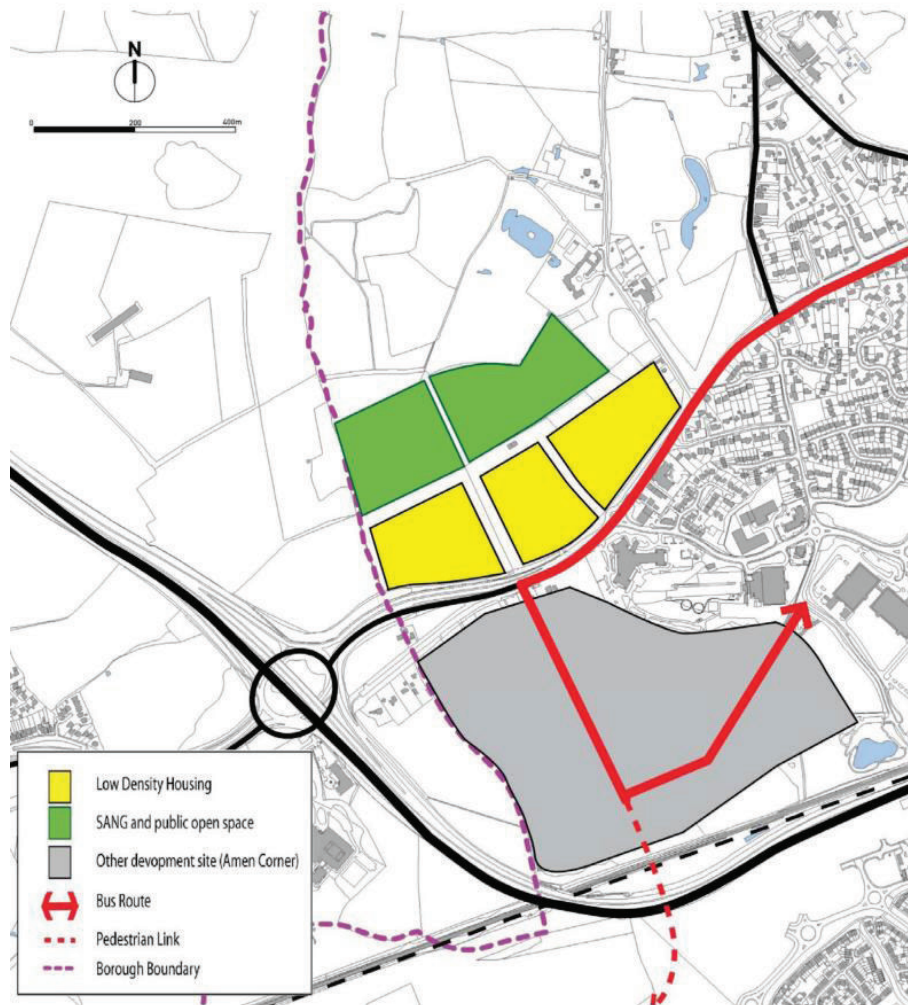
1. Highway improvements to increase junction capacity on the B3408 and the capacity of Coppid Beech roundabout and contributions towards improvements to junctions along the A329 and A322 and to junction 10 of the M4.
2. Protection of sensitive roads to the north and east of the site.
3. Direct bus access to Bracknell Town Centre with all properties to be within 400m walking distance of a bus stop.
4. An improved pedestrian and cycle crossing point to the B3408 to link with the southern Amen Corner site and the Town Centre and improved pedestrian and cycle access to Binfield.
5. Affordable housing provision in accordance with policy.
6. Financial contributions towards the provision of additional primary school places at the new primary school at either the Amen Corner South primary school or the new primary school on land at Blue Mountain.
7. Financial contributions towards the provision of a new secondary school on land at Blue Mountain site.
8. Financial contributions towards Special Educational Needs.
9. A bespoke Children's Centre for early years.
10. Low carbon/renewable energy provision in accordance with policy.
11. Contribution towards Farley Wood Community Centre or a new on-site centre as part of the overall Amen Corner development.
12. Contributions towards improvements to local built sports facilities.
13. Potential new Primary Health Care facility (alone or in combination with Blue Mountain);
14. 3.97 hectares of public open space.
15. Bespoke Suitable Alternative Natural Greenspace (SANG) to mitigate the impacts of the new development on the Thames Basin Heaths SPA at a ratio of 8 hectares per 1,000 population.
16. A package of additional measures to manage any additional recreational pressures on the Special Protection Area.

28 See Extract of Proposals Map to show allocation of Amen Corner North Urban Extension (Policy SA6) Extract of Proposals Map to show allocation of land at Broadmoor Urban Extension (Policy SA4)

29 See Amen Corner North Illustrative Concept Plan

17. Protection and extension of existing public right of way and extension of the existing footpath and bridleway network.
18. Sustainable Urban Drainage Systems (SUDS) and buffer zones for water courses to be incorporated into the site design.
19. The safeguarding of Local Wildlife Sites.
20. Other requirements as set out in the Infrastructure Delivery Plan.

Map 8 Superseded Illustrative Concept Plan for Amen Corner North



Implementation

2.4.22 This policy will be implemented through:

- the determination and monitoring of planning applications and appeals, and
- partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.4.23 The development of this site needs to be considered in relation to the development of land to the south of Amen Corner as provision of supporting infrastructure will need to be co-ordinated. The adopted Supplementary Planning Document (SPD) envisages completion of housing development at Amen Corner South in 2016/17. In view of this and the fact that Amen Corner North involves the development of greenfield land, the Housing Trajectory shows this site delivering in the third phase of the plan period. Furthermore, the timing of the site is also dependent on the provision of a new secondary school.

Land at Blue Mountain, Binfield

2.4.24 Most of the land is currently used as an 18 hole golf course. There are also conference facilities and a banqueting suite on the site. The site has been put forward as suitable for development by the owner who is willing to address the urgent identified requirement for additional secondary educational facilities in North Bracknell. The site is well placed to serve that need. The owner is also willing proposes to provide a site for a new football ground;. This will allowing Bracknell Town Football Club to move from its existing site in Bracknell Town relocate and make its existing site available for high density housing in a sustainable location.

Policy SA 7

Land at Blue Mountain, Binfield

Land at Blue Mountain Binfield as shown on the Proposals Map and Illustrative Concept Plan is identified for a comprehensive well designed mixed-use development that maintains a buffer between Binfield and Bracknell, including the following:

- 400 residential units (including affordable housing).
- Land for a range of educational facilities, include Primary, Secondary and Special Education Needs.
- Multi-functional community hub.
- A new football ground.
- On-site open space and Suitable Alternative Natural Greenspace (SANG).

The infrastructure required to support this development includes:

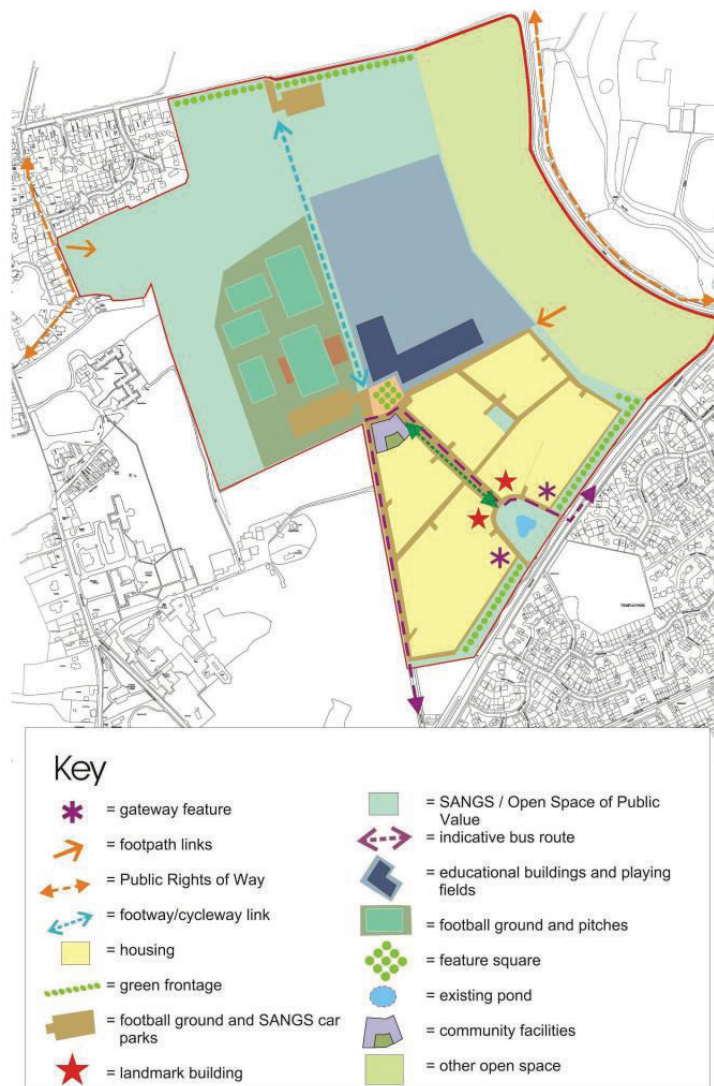
- A comprehensive package of on and off-site transport measures to mitigate the development's impact on roads and encourage sustainable modes of transport.
- On-site in-kind provision of a waste recycling facility.
- Financial contributions towards on-site Primary School, Secondary School and Special Educational Needs places.
- In-kind provision, or financial contributions towards an on-site multi-functional community hub, including land set aside for the delivery of a Full Daycare Nursery.
- Measures to avoid and mitigate the impact of residential development upon the Thames Basin Heaths Special Protection Area (SPA). This will include provision in perpetuity of on-site bespoke SANG of at least 8ha per 1,000 new population, a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance.
- A comprehensive package of on-site, in-kind Open Space of Public Value, in accordance with standards.
- Protection and enhancement of Public Rights of Way.
- Integration of Sustainable Drainage Systems.
- Provision of Green Infrastructure (in addition to elements listed above).

The above is not a comprehensive list of requirements. Further details of other mitigation required can be found in the Infrastructure Delivery Plan.

Policy will also need to include footnotes providing links to the Proposals Map Extract, Concept Plan and a link to the IDP.

2.4.25 The policy requires the provision of on-site bespoke SANG of at least 8ha per 1,000 new population to be provided in perpetuity. This is the Council's preferred solution. Any alternative provision must pass an Appropriate Assessment and be agreed with Natural England.

Map 9 Illustrative Concept Plan for land at Blue Mountain.



Implementation

2.4.26 This policy will be implemented through:

- the determination and monitoring of planning applications and appeals, and
- partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.4.27 The site is in single ownership, although there are leasehold interests affecting the site, including a Bracknell Forest Borough Council interest. The delivery of the proposed Secondary School is an important priority for the Council, both to accommodate new pupils arising from planned development and those arising from within the existing population. The development of this site therefore needs to be progressed soon after the adoption of the SADPD. Some existing buildings will need to be cleared and the land re-graded in places. Provided that an acceptable scheme is negotiated and planning permission can be granted, it is envisaged that the site could start delivering housing in 2014/15 (assuming the timely delivery of the SANG).

Land at Blue Mountain, Binfield

2.4.28 Most of the land is currently used as an 18-hole golf course. There are also conference facilities and a banqueting suite on the site. The site has been put forward as suitable for development by the owner who is willing to address the urgent requirement for additional educational facilities in North Bracknell. The site is well placed to serve that need. The owner is also willing to provide a site for a new football ground, allowing Bracknell Town Football Club to move from its existing site in Bracknell Town.

Superseded Policy SA7

Land at the Blue Mountain, Binfield as shown on the Proposals Map⁽³⁰⁾ and Illustrative Concept Plan⁽³¹⁾ is identified for a comprehensive, well designed mixed-use development that maintains a gap between Binfield and Bracknell and includes the following:

1. 400 new homes.
2. A range of educational provision to include primary, secondary and Special Educational Needs facilities.
3. A new primary school.
4. A new ground for Bracknell Town Football Club.

The development will be accompanied by the following necessary items of infrastructure:

1. Highway improvements to increase junction capacity on the B3408 and the capacity of Coppid Beech roundabout and contributions towards improvements to junctions along the A329 and A322 and to junction 10 of the M4 and A329(M).
2. Protection of sensitive roads to the north, east and west of the site.
3. Direct bus access to Bracknell Town Centre and the wider area (including the planned major development area at Warfield).
4. All properties to be within 400m walking distance of a bus stop and consideration to be given for potential for bus-only routes.
5. Improved pedestrian and cycle crossing facilities on the B3408 to link with the existing network and the Town Centre.
6. Improved pedestrian and cycle crossing facilities on Temple Way to link to the existing network.
7. Pedestrian and cycle improvements to link the site to Binfield and improvements to Beehive Road to link the development to employment areas and Cain Road.
8. Affordable housing provision in accordance with policy.
9. Land for educational purposes to include primary, secondary and Special Educational Needs facilities;
10. Provision of a new primary school.
11. Financial contributions towards the new secondary school and Special Educational Needs.
12. A bespoke Children's Centre for early years.
13. Bespoke dedicated youth centre with good access.
14. Low carbon/renewable energy provision in accordance with policy.
15. Contributions towards improvements to local built sports facilities.

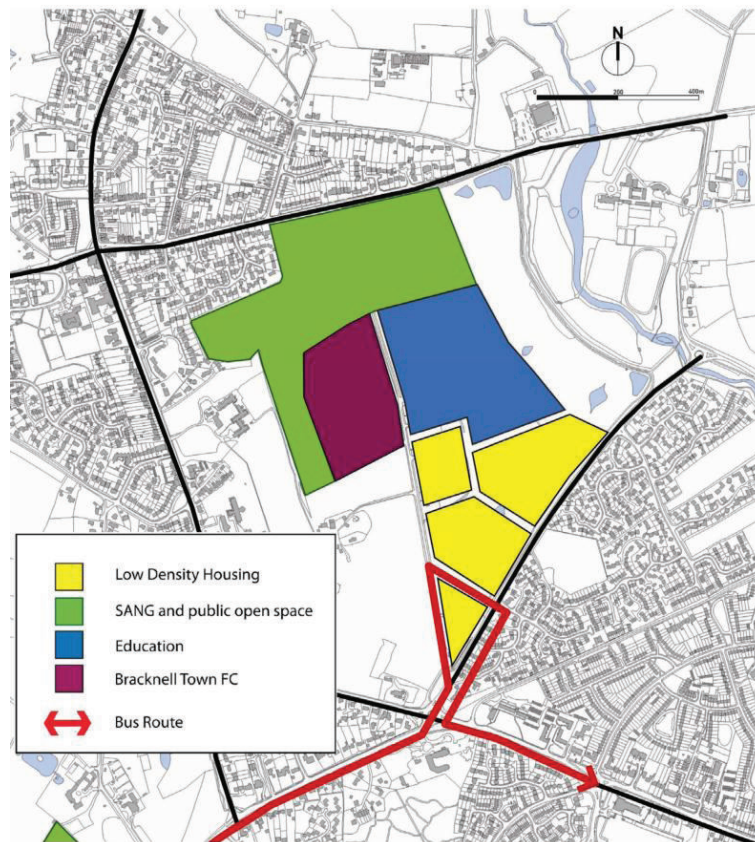
30 See Extract of Proposals Map to show allocation of Blue Mountain Urban Extension (Policy SA7)

31 See Illustrative Concept Plan for land at Blue Mountain

16. Potential new Primary Health Care facility (alone or in combination with Amen Corner North site);
17. 3.97 hectares of public open space;
18. Provision of public open space and playing fields of a high standard in order to mitigate for the loss of land previously designated as Open Space of Public Value;
19. On site bespoke Suitable Alternative Natural Greenspace (SANG) to mitigate the impacts of the new development on the Thames Basin Heaths SPA at a ratio of 8 hectares per 1,000 population;
20. A package of additional measures to manage any additional recreational pressures on the Special Protection Area;
21. Sustainable Urban Drainage Systems (SUDS) and buffer zones for water courses to be incorporated into the site design;
22. Buffering, protection, restoration and creation of wildlife habitats along The Cut and the network of ponds and semi-natural habitats on the existing golf course;
23. Safeguarding of Public Right of Way FP10 on eastern edge of site and extension of The Cut path;
24. Retention of a local gap between Binfield Village and Bracknell;
25. Other requirements as set out in the Infrastructure Delivery Plan.

Development must safeguard and maintain the setting of the Newbold College Historic Park and Garden.

Map 10 Superseded Illustrative Concept Plan for land at Blue Mountain



Implementation

2.4.29 This policy will be implemented through:

- the determination and monitoring of planning applications and appeals, and
- partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.4.30 As the land is greenfield, it should not be given the same priority as previously developed land. However, the majority of the site is in single ownership and its progression is fundamental to the delivery of essential educational facilities including a new secondary school in North Bracknell. A new football ground would also be built. The timing of the residential development does to a large extent depend on the time it would take to put a new secondary school in position. It is likely that there would be a need for some enabling development at a fairly early stage in the plan period, with further housing being completed following the delivery of educational facilities. The Housing Trajectory shows the site to start delivering new homes during the second period (2012/13 - 2016/17), with the majority being delivered during the third phase (2017/18 - 2021/22).

2.5 Allocation of land covered by Core Strategy Policies CS4 and CS5

2.5.1 Two major locations for growth were established in principle through the Core Strategy:

- land at Amen Corner; and,
- land at Warfield (formerly known as Land North of Whitegrove and Quelm Park).

At the time, it was not possible to allocate land for development through the Core Strategy; Policies CS4 and CS5 set out broad areas for growth. This SADPD therefore formally allocates these two sites as shown on extracts from the Proposals Map (**see Appendix 9: 'Superseded Urban extension Proposals Map extracts'). Policies SA8 and SA9 supplement the Core Strategy Policies CS4 and CS5.** The policies in the Core Strategy (Policy CS4 and CS5) that deal with these sites will be replaced on adoption of SADPD.

Land at Amen Corner (South), Binfield

Policy SA 8

Land at Amen Corner (South), Binfield

Land at Amen Corner South, Binfield as shown on the Proposals Map is identified for a comprehensive well designed mixed-use development, including the following:

- 725 residential units (including affordable housing).
- Employment.
- Neighbourhood Centre.
- Primary School.
- On-site open space and Suitable Alternative Natural Greenspace (SANG).

The infrastructure required to support this development includes:

- A comprehensive package of on- and off-site transport measures to mitigate the development's impact on roads and encourage sustainable modes of transport.
- A new spine road linking London Road and the Beehive Road/John Nike Way junction to provide a single access for all the development allocated in this policy.
- On-site in-kind provision of a waste recycling facility.
- On-site in-kind provision of a Primary School, on sufficient land to allow expansion.
- Financial contributions towards the provision of Secondary School and Special Educational Needs places.
- In-kind provision or financial contributions towards the enhancement and expansion of the Farley Wood community centre into a multi-functional community hub.
- Measures to avoid and mitigate the impact of residential development on the Thames Basin Heaths Special Protection Area. This will include provision in perpetuity of on-site and off-site bespoke SANG of at least 8ha per 1,000 new population, a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Council's Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance.

- A comprehensive package of on-site, in-kind Open Space of Public Value, in accordance with standards.
- Protection and enhancement of Public Rights of Way.
- Integration of Sustainable Drainage Systems.
- Provision of Green Infrastructure (in addition to elements listed above).

The above is not a comprehensive list of requirements. Further details of other matters including mitigation required can be found in the Infrastructure Delivery Plan, Amen Corner Supplementary Planning Document and/or any other relevant guidance.

Policy will also need to include footnotes providing links to the Proposals Map Extract, & the SPD.

2.5.2 The policy requires the provision of on-site and off-site bespoke SANG of at least 8ha per 1,000 new population to be provided in perpetuity. This is the Council's preferred solution. Any alternative provision must pass an Appropriate Assessment and be agreed with Natural England.

2.5.3 In light of the surplus of employment floorspace and land in the Borough, the priority for the Site Allocations DPD and for this site is the delivery of housing. The extent of other uses proposed should not prejudice the delivery of the target number of homes for this site.

2.5.4 For the purposes of Policy SA8 employment means business, industrial distribution and storage uses. Additional uses that may be appropriate for the site are a hotel and/or commercial sports facilities.

Implementation

2.5.5 This policy will be implemented through:

- The assessment and determination of planning applications and appeals against guidance set out in the adopted Amen Corner SPD.
- The determination and monitoring of planning applications and appeals.
- Partnership working with Wokingham Borough Council, relevant landowners, developers, statutory agencies and the local community.

Phasing

2.5.6 A Housing Trajectory is included in the adopted SPD that deals with the area. This shows the site beginning to deliver housing in 2012/2013. However, although negotiations on the future development of the site are underway, the Trajectory in the SPD is unlikely to be achieved. A revised estimate of 2014/2015 is given for the delivery of the first new homes on this site, in the Housing Trajectory at Appendix Appendix 3: 'New Appendix - Housing Trajectory'.

Superseded Policy SA8

Land at Amen Corner, Binfield as shown on the Proposals Map⁽³²⁾ and Illustrative Concept Plan⁽³³⁾ is identified for a comprehensive, sustainable mixed-use development including the following:

1. At least 725 new homes.
2. Up to 35,000 sqm. of employment and leisure floor space.
3. A Local Centre.

The development will be accompanied by the following necessary items of infrastructure:

1. A new primary school with sufficient site area to accord with government guidelines to meet the needs of pupil numbers arising from the development in line with infant class size regulations.
2. Affordable housing provision in accordance with policy.
3. Community and recreational facilities including the provision of open space.
4. A new access and associated carriageway works on the B3408 London Road.
5. An enhanced access from Cain Road/John Nike Way from an improved Beehive Road Roundabout.
6. A new linking spine road between both access points.
7. Bespoke Suitable Alternative Natural Greenspace (SANG) to mitigate the impacts of the new development on the Thames Basin Heaths SPA at a ratio of 8 hectares per 1,000 population.
8. A package of additional measures to manage any additional recreational pressures on the Special Protection Area.
9. Other requirements as set out in the adopted Amen Corner Supplementary Planning Document.

The development will provide in full or contribute towards, as necessary, other key highways works which, unless alternative measures are agreed, will include:

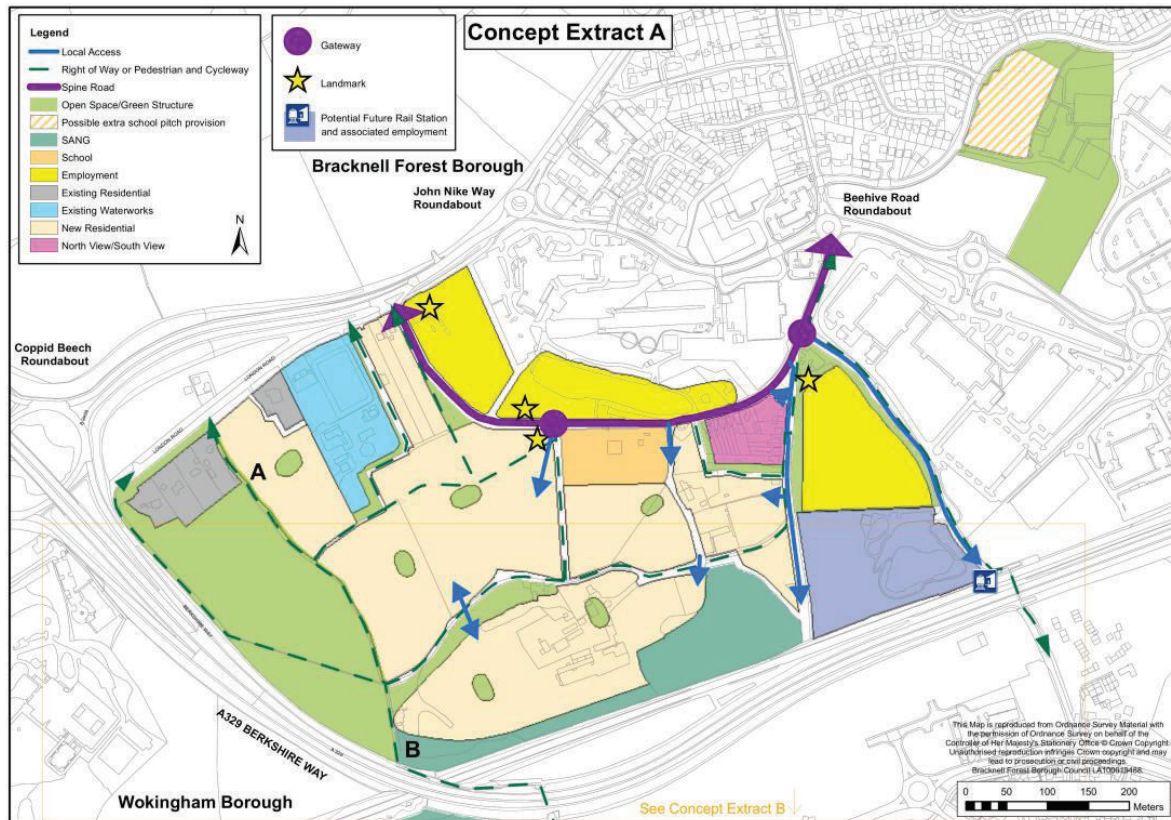
1. Improvements to the Coppid Beech Roundabout (in Wokingham Borough). The phasing of development will be such that the Coppid Beech roundabout does not operate over capacity.
2. Improvements to junctions at either end of John Nike Way.
3. Internal site works to provide a network of streets and roads.
4. General improvements to the wider network which may include improvements to the Strategic Road Network necessary to accommodate development traffic.

This policy replaces Policy CS4 of the Core Strategy (February 2008).

2.5.7 Concept plan to be deleted from SADPD as this is duplication of the SPD

32 See Extract of Proposals Map to show allocation of Amen Corner (CS Policy CS4) Urban Extension (Policy SA8)
33 See Illustrative Concept Plan for Amen Corner (taken from Amen Corner SPD, March 2010)

Map 11 Illustrative Concept Plan for Amen Corner (taken from Amen Corner SPD, March 2010)



Implementation

2.5.8 This policy will be implemented through:

- The assessment and determination of planning applications and appeals against guidance set out in the adopted Amen Corner SPD;
- The determination and monitoring of planning applications and appeals;
- Partnership working with Wokingham Borough Council, relevant landowners, developers, statutory agencies and the local community;

Phasing

2.5.9 A Trajectory is included in the adopted SPD that deals with the area. This shows the site beginning to deliver housing in 2012/2013 and continuing throughout the second phase of the plan period:

Land at Warfield

Policy SA 9

Land at Warfield

Land at Warfield, as shown on the Proposals Map is identified for a comprehensive well designed mixed-use development, including the following:

- 2,200 residential units (including affordable housing).
- Employment.
- Neighbourhood centre.
- Two Primary Schools.
- Multi-functional community hub.
- On-site open space and Suitable Alternative Natural Greenspace (SANG).

The infrastructure required to support this development includes:

- A comprehensive package of on and off-site transport measures to mitigate the development's impact on roads and encourage sustainable modes of transport.
- A new north-south spine road linking the Quelm Park roundabout and the Three Legged Cross junction, unless an alternative solution is agreed with the Council.
- On-site in-kind provision of waste recycling facilities.
- On-site in-kind provision of two Primary Schools.
- Financial contributions towards the provision of Secondary School and Special Educational Needs places.
- On-site in-kind provision of a multi-functional community hub, including land set aside for the delivery of a Full Daycare Nursery.
- Measures to avoid and mitigate the impact of residential development upon the Thames Basin Heaths Special Protection Area (SPA). This will include provision in perpetuity of on-site bespoke SANG of at least 8ha per 1,000 new population. The preferred solution is for a SANG at Cabbage Hill. Part of the solution could be off-site subject to agreement with the Council, Natural England and passing an Appropriate Assessment. Further requirements include a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance.
- A comprehensive package of on-site, in-kind Open Space of Public Value, in accordance with standards.
- Protection and enhancement of Public Rights of Way.
- Integration of Sustainable Drainage Systems.
- Provision of Green Infrastructure (in addition to elements listed above).

The above is not a comprehensive list of requirements. Further details of other mitigation required can be found in the Infrastructure Delivery Plan, Warfield Supplementary Planning Document and/or any other relevant guidance.

Policy will also need to include footnotes providing links to the Proposals Map Extract & the SPD.

2.5.10 In light of the surplus of employment floorspace and land in the Borough, the priority for this site is the delivery of housing. The extent of other uses proposed for this site should not prejudice the delivery of the target number of homes for this site.

2.5.11 For the purposes of Policy SA9 employment means business, industrial, distribution and storage uses.

Implementation

2.5.12 This policy will be implemented through:

- The assessment and determination of planning applications against guidance set out in the Warfield SPD.⁽³⁴⁾
- The determination and monitoring of planning applications and appeals.
- Partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.5.13 This is a greenfield site in a number of different ownerships. A consortium is preparing plans for a substantial portion of the site and a further large portion is being progressed by a single developer. An SPD is being prepared and it is hoped that it will be adopted early in 2012. Whilst a considerable amount of infrastructure needs to be put in place, including a Secondary School on land at Blue Mountain, it is envisaged that the site will start delivering housing in 2014/2015 and continue to deliver over the plan period.

34 Consultation on the Warfield SPD will take place during December 2010-January 2011 Please see <http://www.bracknell-forest.gov.uk/warfield> for updates.

Superseded Policy SA9

Land at Warfield as shown on the Proposals Map⁽³⁵⁾ and Illustrative Concept Plan⁽³⁶⁾ is identified for a comprehensive, sustainable mixed-use development including:

1. 2,200 new homes.
2. A Local Centre.
3. Two new primary schools.

The development will be accompanied by the following necessary items of infrastructure:

1. A new north-south link road.
2. Road junction works including physical improvements and contributions towards improvements pooled with other contributions.
3. Direct bus access to Bracknell Town Centre and the wider area.
4. Financial contributions towards the provision of the new secondary school on the Land at Blue Mountain.
5. Affordable housing provision in accordance with policy.
6. Community and recreational facilities including the provision of open space.
7. On site bespoke Suitable Alternative Natural Greenspace (SANG) to mitigate the impacts of the new development on the Thames Basin Heaths SPA at a ratio of 8 hectares per 1,000 population.
8. A package of additional measures to manage any additional recreational pressures on the Special Protection Area.

The area of Cabbage Hill, including the woodland at Long Copse is included within the allocation area as a suitable location for public open space / SANG and is to be kept free from built development.

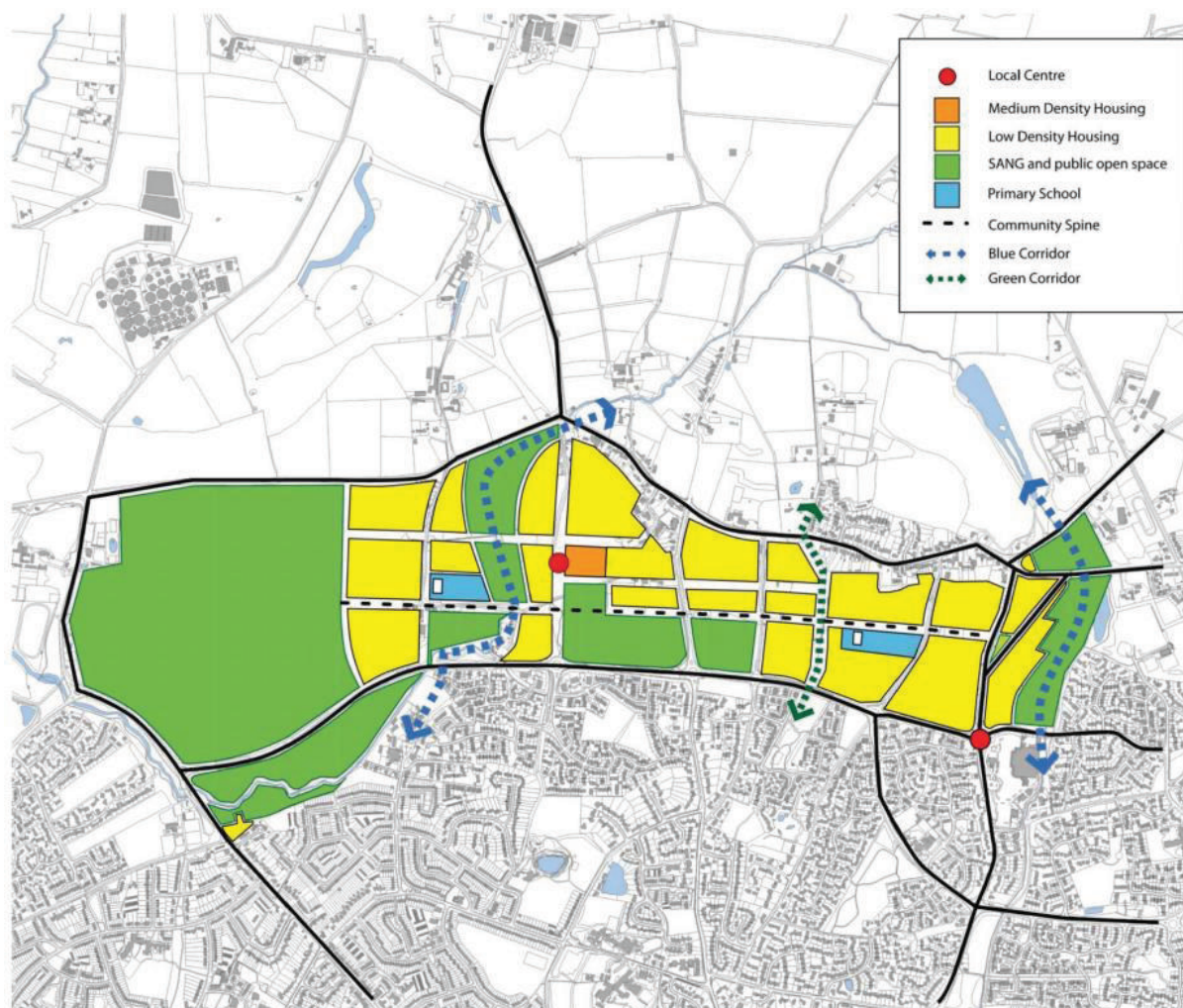
This policy replaces Policy CS5 of the Core Strategy (February 2008):

Concept plan to be deleted from SADPD as this is duplication of the SPD

35 See Extract of Proposals Map to show allocation of Warfield (CS Policy CS5) Urban Extension (Policy SA9)

36 See Warfield Illustrative Concept Plan

Map 12 Illustrative Concept Plan for Warfield



Implementation

2.5.14 This policy will be implemented through:

- The assessment and determination of planning applications against guidance set out in the Warfield SPD.⁽³⁷⁾
- The determination and monitoring of planning applications and appeals.
- Partnership working with relevant landowners, developers, statutory agencies and the local community.

Phasing

2.5.15 This is a greenfield site in a number of different ownerships, although a consortium is preparing plans for a substantial portion of the site. An SPD is being prepared and it is hoped that it will be adopted during 2011. Whilst a considerable amount of infrastructure needs to be put in place, it is envisaged that the site will start delivering housing during the second phase (2012/2013-2016/2017) and continue to deliver over the plan period.

37 Consultation on the Warfield SPD will take place during December 2010-January 2011 Please see <http://www.bracknell-forest.gov.uk/warfield> for updates.

2.6 Section Removed - Phasing and delivery

This section has been replaced with 'Phasing, Delivery and Implementation' [Section ?](#).

Phasing, delivery and monitoring

2.6.1 Planning Policy Statement 3 (PPS3) requires the planning system to deliver a flexible, responsive supply of land. Local planning authorities should develop policies and strategies to ensure that sufficient and suitable land is available in order to achieve delivery objectives. PPS3 states that local planning authorities should set out policies and strategies for the continuous delivery of housing for at least 15 years from the date of adoption. According to the current timetable, it is likely that this plan will be adopted in 2012. This therefore means making provision for the period up to 2027, which is beyond the end of the plan period. PPS3 states that this provision should include:

- Identifying specific deliverable sites that can bring housing forward over the first 5 year period.
- Identifying a supply of developable sites for years 6-10 and where possible for years 11-15. Where it is not possible to identify specific sites for years 11-15, broad locations for future growth should be indicated. To be considered developable, a site should be in a suitable location for housing development and there should be a reasonable prospect that the site will be available and developed at the point envisaged.

2.6.2 Four phases are identified in Core Strategy Policy CS15: Overall Housing Provision. They are:

- Phase 1: 2006/2007 – 2011/2012
- Phase 2: 2012/2013 – 2016/2017
- Phase 3: 2017/2018 – 2021/2022
- Phase 4: 2022/2023 – 2025/2026

The policy also includes an annual average of dwellings to be delivered for each period. These figures need to be reviewed to reflect progress made in terms of completions and commitments and the identification of land through the Site Allocations process. In phasing sites, account has been taken of the likely timescale for delivery bearing in mind the need for any supporting infrastructure and the need to prioritise previously developed land as far as is practical. Consideration has also been given to the need to include a rolling 5 year supply of deliverable sites and that all sites are developable.

2.6.3 The phasing of housing land is supported by a Housing Trajectory (see Appendix 2: 'Appendix to be removed – Housing'), which demonstrates how existing commitments and proposed allocations contribute year by year to meeting the housing requirement. Information about the delivery of sites has been drawn from discussions and information supplied by landowners/developers and assumptions made in the SHLAA. Where sites are outside settlement boundaries, it is assumed that planning permission will be granted after the adoption date of the SADPD. Wherever possible, the Council will seek to bring forward previously developed sites during the first five years. Due to delivery issues with previously developed land, some greenfield land will need to be brought forward at a fairly early stage. The larger greenfield sites to the north of Bracknell are also dependent on the delivery of significant infrastructure, including

a secondary school. For a number of years, the Council has exceeded previously developed land targets due to the development of the former Staff College site and a number of windfall sites in existing settlements. However, the proportion of housing achieved on previously developed land is now likely to fall significantly due to limited opportunities in existing settlements. The change in the definition of private gardens, to the effect that they are no longer treated as 'previously developed land', will also have a small impact.

2.6.4 The pace of housing delivery will be monitored each year through the commitments process and revised trajectories produced. Depending on the results of monitoring, it may be necessary to adjust the phasing of sites. This might include looking at whether sites phased for future years can be brought forward if the delivery of homes in earlier phases is delayed. Account will be taken of any windfall development that is permitted. To help achieve the successful delivery of housing and associated facilities and services to the proposed timescales, effective working partnerships will be put in place. These will require the involvement of developers, statutory bodies, RSLs and the Council. These partnerships will be particularly necessary for the delivery of the urban extensions.

2.6.5 The Council intends to review its Core Strategy following the adoption of this document. Any emerging issues will be addressed through the review. The opportunity will also be taken to consider the issue of the supply of land beyond the current plan period as it is hoped that the programme for the delivery of Bracknell Town Centre will be clearer and new planning legislation and national policy statements should be in place, which will provide guidance on the approach to be taken to economic growth and the assessment of housing requirements.

Policy SA Policy removed (SA10)

Phasing and Delivery

The release of housing sites will be managed in order to:

- meet the scale of development required over the plan period (10,780 dwellings)
- ensure that the scale and timing of development is co-ordinated with the provision of new infrastructure:

Sites will be released for development in the following four phases:

Phase 1: 2006/2007 to 2011/2012 (2,419 dwellings)

Phase 2: 2012/2013 to 2016/2017 (3,259 dwellings)

Phase 3: 2017/2018 to 2021/2022 (3,449 dwellings)

Phase 4: 2022/23 – 2025/26 (1,660 dwellings)

Control Mechanism

Monitoring of the delivery of housing will be undertaken through the commitments process and presented in the Annual Monitoring Report. It will include a review of the Housing Trajectory and aim to ensure that a rolling five-year supply of deliverable sites is maintained within a 15 year time horizon. If sites allocated to particular phases do not deliver as predicted, sites may be brought forward from later phases.

This replaces policy CS15 of the Core Strategy (February 2008).

3 Employment

3.1 Approach to employment provision

3.1.1 It is important that identified employment areas and allocations for mixed-use development, including employment, help achieve sustainable economic growth. One way of doing this is to seek to maintain a balance between the level of housing and ~~therefore~~ the resident workforce and number of jobs.

3.1.2 The Employment Land Review ⁽³⁸⁾ concluded that there was a significant over-supply of offices in the Borough and that the defined employment areas were of reasonable quality. This is further supported by the Market Perspective of Bracknell Forest Borough Office Floorspace ⁽³⁹⁾ which demonstrates that based on the average rate of take-up over the past 10 years there is currently an 8 year supply of available office accommodation in the Borough. The report also predicts that the demand for office space is likely to decrease over the medium to long term, as there is an increasing move by many office occupiers towards home-working, hot desking arrangements and the expansion of Cloud based computing provision. ~~The ELR does however suggest that the town of Bracknell has a weak identity as an office location. Factors contributing to this weak image are identified as being the age of some of the buildings and the quality of the shopping centre.~~

3.1.3 In order to maintain sustainable economic growth within the Borough the following strategy **has been identified** ~~is proposed~~:

- plan flexibly for sustainable economic growth;
- continue to promote the regeneration of Bracknell Town Centre as a significant employment location, primarily through the redevelopment of older office stock;
- retain the necessary employment sites and premises to enable economic development, and;
- identify sites which could change from employment to other uses without causing conflict or detracting from the integrity of the employment areas.

3.1.4 In the light of the existing stock of floorspace and commitments for future development, no major new allocations of employment land are **made** ~~proposed~~. A significant proportion of committed floorspace relates to the Bracknell Town Centre regeneration scheme although the majority of this involves the replacement of existing older floorspace. There is also provision in the major locations for growth identified in the Core Strategy, for some limited employment floorspace as part of mixed use schemes. (Amen Corner and Warfield)

3.2 Employment sites within defined settlement boundaries

3.2.1 Development Plan policies seek to focus new employment development on Bracknell Town Centre and the defined employment areas, as shown on the Proposals Map. The Core Strategy policy relating to defined employment areas (Policy CS20) seeks to protect them from non employment uses. In view of the over-supply of offices and the need for land for housing, the extent of land covered by this designation has been reviewed to ~~try and~~ identify areas where housing might be acceptable. **As a result, a number of changes are made to the boundaries**

38 Employment Land Review(ELR) December 2009

39 Market Perspective of Bracknell Forest Borough Office Floorspace, Hicks Baker, October 2011

of defined employment areas in settlements. These changes are discussed in more detail in Section 5 and boundaries are shown on the Proposals Map., the following changes are proposed to the extent of defined employment areas in settlements:

- reduction in the size of the Eastern Employment Area (**Draft Proposals Map extract Map 36 'Proposals Map extract to show changes to boundary of Eastern Employment Area and allocation of land north of Eastern Road for mixed-use development (Policy SA1));**
- revision of the boundary of the Cain Road/Amen Corner Business Park (**Draft Proposals Map extract Map 37 'Proposals Map extract to show changes to boundary of Cain Road Employment Area and allocation of land at Cain Road Employment Area and allocation of land at Cain Road for residential (Policy SA2));** and,
- removal of the designation from Old Bracknell Lane West (**Draft Proposals Map extract Map 38 'Proposals Map extract to show changes to boundary of Old Bracknell Lane West Employment Area and allocation of The Depot for residential development (Policy SA1));**

3.3 Employment sites outside defined settlements boundaries

Crowthorne Business Estate

3.3.1 The Bracknell Forest Borough Local Plan ⁽⁴⁰⁾ recognises that there are major employment sites located outside settlements that employ a wide range of people. Saved Policy E12 seeks to provide some flexibility so that development needs can be accommodated, whilst taking account of the character of the area and landscape. The Crowthorne Business Park **was previously** currently identified as one of these areas but this designation **has now been deleted** is no longer considered appropriate due to the inclusion of the area within the policy proposing Policy SA5 allocating **one** of the site as an urban extension for mixed use development (Policy SA5). Whilst the TRL headquarters building will remain, the Enterprise Centre will be re-provided and a depot incorporated in the development, the scale of provision and location are not considered sufficient to justify some form of employment designation. The built up part of the site will ultimately be within the settlement boundary. It is therefore proposed to remove this designation as an 'Identified Major Employment Site' from the land (**Draft Proposals Map extract Map 53 'Superseded Extract of Proposals Map to show allocation of land at TRL Urban Extension (Policy SA5)');**

Royal Military Academy, Sandhurst

3.3.2 The Royal Military Academy Sandhurst is an important element of the nation's military training capacity. It makes a significant contribution to the local economy and is a major local employer. It is important that it can continue to function effectively within its existing site.

3.3.3 The site contains a range of buildings, including some **listed buildings** and a large area of undeveloped land beyond the existing built envelope. The objective of **this** proposed policy is to ensure that the Academy can continue to carry out development required for operational purposes to enable it to maintain its status as a world class institution whilst protecting the **listed buildings** on the site together with their settings and avoiding any adverse impacts on the character of the countryside and nature conservation interests (see Map 72 'Location Plan of Royal Military Academy (Policy SA11)').

40 Bracknell Forest Borough Local Plan, January 2002

Policy SA 10

Royal Military Academy, Sandhurst

The area of land shown on the Proposals Map ⁽⁴¹⁾ at the Royal Military Academy Sandhurst is suitable for built development to meet operational defence needs provided that:

- i. ~~The site's heritage assets are sustained and, where possible, enhanced, and the setting of any heritage assets within or adjoining the site are not harmed~~
- ii. **The site's heritage assets are sustained and, where possible, enhanced and the settings of any heritage assets, either within or outside the site, are safeguarded from harm and, where possible, enhanced or changed to better reveal the significance of the heritage asset;**
- iii. any development does not result in a significant increase in the built footprint on the site;
- iv. any development does not have any adverse impacts on the integrity of the Thames Basin Heaths SPA **Special Protection Area** or the character or ecological quality of the Broadmoor to Bagshot Woods; and,
- v. the height of any new development would not significantly exceed that of existing adjacent development on the site.

~~Development proposals will be expected to accord with national policies and other policies within the Development Plan.~~

41 See Map 72 'Location Plan of Royal Military Academy (Policy SA11)'

4 Retail

4.1 Bracknell Town Centre

The Regeneration Scheme

4.1.1 The Council remains committed to the regeneration of Bracknell Town Centre and recognises its key role in supporting the strategy and development proposals in the Local Development Framework (LDF). Much effort is being put into moving the regeneration forward. The outline permission remains in place and has resolved to be extended. The site covered by the outline permission is more extensive than the area referred to in the proposals for Bracknell Town Centre in the Bracknell Forest Borough Local Plan (January 2002) (PE1i and PE1ii). It is proposed to recognise the larger site by allocating the land through this document.

4.1.2 The achievement of some residential development is critical to achieving a mixed and vibrant scheme. The Town Centre is heavily constrained by the road network and at this stage it is not considered realistic to try and achieve a greater number of residential units within the scheme than is currently planned. The regeneration proposals are designed to reduce physical barriers and improve linkages with peripheral areas which should encourage further sustainable residential development therein.

4.1.3 Due to variable market conditions, it may take longer to achieve the vision for the Town Centre than originally envisaged. Delivery of the scheme requires concerted input from a wide range of individuals and organisations. Although Bracknell Regeneration Partnership own a considerable amount of the land within the Town Centre, there are many other freehold and leasehold interests within the area, together with lesser interests relating to rights of way, access or servicing. This means that elements of the scheme are already coming forward in a sporadic way. The Council does not wish to discourage this approach as long as proposals do not prejudice the overall framework and principles of development as set out in the current masterplan or any subsequently agreed framework. A flexible approach helps to encourage investment in Bracknell Town Centre and strengthen its vitality and viability. It also helps meet short and medium term objectives.

4.1.4 The overall scheme includes commercial and non-commercial elements. The former have a critical role in supporting the latter. Mechanisms for cross-funding will be required. The process will include testing the viability of schemes that are submitted for consideration in order to establish appropriate priorities and levels of subsidy.

4.1.5 The phasing of development proposals is important as there are likely to be issues relating to disturbance of existing occupiers (including relocation issues) access to existing properties, parking provision, traffic flow and delivery of uses.

4.1.6 The Retail Study ⁽⁴²⁾ shows that on the whole Bracknell is not performing as well as rival centres. It is important that Bracknell Forest has a main town centre that meets the needs of its residents and reduces their propensity to travel to more distant centres. **Outline** planning permission has been granted for the regeneration of Bracknell Town Centre, which, amongst other uses, includes a supermarket, a mix of retail, hot food and drink establishments, health facility and residential development.

42 GVA Grimley (May 2008) Bracknell Forest Retail Study

4.1.7 Bracknell Regeneration Partnership owns a considerable amount of the land within the Town Centre and is working with the Council to bring the scheme forward. The regeneration proposals are designed to improve access to the Town Centre from surrounding areas and encourage residential development in sustainable town centre locations.

Policy SA 11

Bracknell Town Centre

Land in Bracknell Town Centre as shown on the Proposals Map⁽⁴³⁾ is identified for a mixed use development including retail, business, residential, leisure and other ancillary development.

Any proposals must accord with the principles, development zones and schedules set out in the adopted masterplan, or any subsequently agreed **amendments**, framework and strategies. Any proposals must contain measures to mitigate the impact of the development.

This replaces Proposals PE1i and PE1ii of the Bracknell Forest Borough Local Plan (2002).

The Peel Centre

4.1.8 The Peel Centre is a retail warehouse development located to the south west of the Town Centre retail core **primary shopping area**. It is less than a 300 metre walk from the **primary shopping area** retail core of Bracknell Town Centre. There is scope to improve the quality of the pedestrian links between the Peel Centre and Bracknell Town Centre through the wider regeneration proposals.

4.1.9 Under the definitions in **PPS4**⁽⁴⁴⁾, the Peel Centre meets the definition of an edge-of-centre location. Therefore the Peel Centre is designated as an edge-of-centre location suitable for retail warehouse development.

4.1.10 Redefining the Peel Centre as an edge-of-centre location ~~would require~~ **means that** certain proposals to be subjected to the sequential test. This ~~means~~ **involves** looking at whether a use can be located in Bracknell Town Centre before looking at this edge-of-centre location. Any main town centre use proposed on an edge of centre site should not have an unacceptable impact on the town centre.

4.1.11 ~~Bracknell Town Centre currently includes the Peel Centre, an area of retail warehousing where most units involve the sale of comparison goods; one is a superstore. It is important as it is the main location for retail warehousing in the Borough and the Core Strategy states that any new retail warehousing should be located on or adjacent to this area. Physical links between the Peel Centre and the rest of the Town Centre are poor and it tends to operate in a fairly self contained manner.~~

43 See Map 76 'Proposals Map Extract to show Bracknell Town Centre allocation (Policy SA12)'

44 Planning Policy Statement 4: Planning for Sustainable Economic Growth

4.1.12 A number of units have recently been refurbished and reconfigured, including the addition of some mezzanine floors. The Bracknell Forest Retail Study (May 2008) comments that although designated as part of the Town Centre, it is an edge of centre location in terms of national policy. The study also warns that if the retail mix moves away from retail warehousing it may be necessary for the Council to consider other retail warehouse locations with the first priority being town centre locations.

4.1.13 National policy in Planning Policy Statement 4: Planning for Sustainable Economic Growth defines edge of centre locations for retail development as being within easy walking distance (ie. up to 300 metres) of the primary shopping area. For all other main town centre uses, this is likely to be within 300 metres of a town centre boundary.

4.1.14 Redefining the Peel Centre as an edge of centre location would require certain proposals to be subjected to the sequential test. This means looking at whether a use can be located in the Town Centre before looking at this edge of centre location. Any main town centre use proposed on an edge of centre site should not have an unacceptable impact on the centre. The proposed change therefore clarifies the position and recognises that in national policy terms, this area should be treated as 'edge of centre' while acknowledging its role within the wider urban area of Bracknell.⁽⁴⁵⁾

Policy SA 12

The Peel Centre

The Peel Centre is identified as an edge-of-centre retail warehouse park that is sustainably located.

At the Peel Centre, **development** that reinforces its role and character as a retail warehouse park will be favourably considered.

Development will only be permitted if it does not adversely affect the retail warehouse character or function of the park. **Any** qualifying applications will need to be supported by information relating to the sequential test, **and will require an impact assessment** and need.

Development proposals should have no serious effect (either on its own or cumulatively with other similar permissions) upon the vitality and viability of Bracknell Town Centre, as a whole.

Other changes

4.1.15 Other minor changes are also proposed within the remaining town centre boundary as shown on Map 77 'Bracknell Town Centre' as follows:

- Change the wording of “retail area”, to “primary shopping area” and “defined frontage” to “primary frontage”. This does not signify a change in approach it simply brings the terminology in line with that used in national guidance Planning Policy Statement 4. (PPS4)

45 See Map 77 'Bracknell Town Centre'

- Slightly reduce the extent of primary frontage to accord with the government guidance and remove an area where there are no shops.
- Define secondary frontages, to reflect current guidance.
- Extend secondary frontages further than the previous “retail area” designation to pick up some retail and service (A class) units that were previously omitted.

4.1.16 As a result of the preparation of the SADPD a number of changes are identified to other retail boundaries. These are:

- **Changes to the terminology of retail designations within Bracknell Town Centre**
- **Changes to the primary and secondary frontages within Bracknell Town Centre**
- **Changes to the boundary of Crowthorne Centre and to the frontage designations**
- **Boundary changes to other retail centres**

4.1.17 Boundary changes are discussed in more detail in Section 5 of the SADPD. The changes proposed will establish the relevant areas for the application of Core Strategy Policies CS3, CS21, CS22 and saved Bracknell Forest Borough Local Plan Policies E1, E7, E8, E9, and E10 and **E11**.

4.2 Section Removed - Crowthorne Centre

4.2.1 Crowthorne was identified in the Retail Study as a healthy centre with its own distinctive character aided by a strong representation of independent retailers and two national supermarkets. It has a predominantly local catchment and provides an attractive retail environment.

4.2.2 Some changes to the extent of the centre and frontage designations are proposed as shown on Map 78 'Crowthorne Centre'. These changes will:

- Encompass the Iron Duke Public House and Nos 22-72 High Street within the defined centre.
- Remove isolated retail units and other areas that lack a concentration of retail or other relevant uses from the defined centre.
- Define the primary shopping area, primary and secondary frontages to more closely accord with the guidance in PPS4 and take account of current land uses.
- Establish the relevant areas for the application of Core Strategy Policies CS21 and CS22 and saved Bracknell Forest Borough Local Plan Policies E7, E8, E9 and E10

4.3 Section Removed - Other retail centres

4.3.1 In addition to Bracknell Town Centre and Crowthorne, changes are proposed to the following centres and details of the proposed changes are shown on Maps in Appendix 13: 'Appendix to be removed - Retail area maps'

- Sandhurst centre (Yorktown Road, west of Swan Lane)

- Binfield
- Birch Hill
- College Town
- Growthorne Station
- Easthampstead
- Great Hollands
- Wildridings

4.3.2 These changes will ensure that centres are more closely aligned with appropriate land uses as defined in national guidance and will guide the application of saved Bracknell Forest Borough Local Plan policies E7, E8 and E11. As Sandhurst centre (west of Swan Lane) is defined as a small town centre, the changes will also establish the relevant areas for the application of Core Strategy Policies CS21 and CS22 and saved Bracknell Forest Borough Local Plan Policy E10.

5 Section Removed - Other Considerations

5.1 Settlement boundaries

Section 5 'Other Considerations' has been removed and replaced with Section 2 'Proposals map Changes' and Section 3 'Phasing, Delivery and Implementation'.

5.1.1 A settlement boundary marks the extent of the built up area and countryside beyond. Policies applicable to the countryside seek to limit any new development to that which is appropriate, in order to retain the rural character of the area. A lack of available sites for housing development within existing settlements has resulted in the need to look for land beyond existing boundaries. As explained in Section 2, the Council is proposing to allocate land outside existing settlement boundaries through edge of settlement sites and urban extensions. As a result, it will be necessary to adjust existing settlement boundaries so that they reflect the extent of the built up area following development of these sites. All proposals involving residential development must provide Open Space of Public Value (OSPV) in accordance with Council's standards. In addition, if proposals involve land which is within 400m - 5km of the Thames Basin Heaths Special Protection Area, mitigation must be provided in the form of contributions or a bespoke solution to mitigate impact. A considerable proportion of land within each urban extension will be required as OSPV and Suitable Alternative Natural Green Space (SANG). Although concept plans have been produced, it is not possible to define the exact extent of the built up area at this stage. It is therefore considered appropriate to readjust settlement boundaries for these areas at a later stage. The edge of settlement sites are much smaller and are likely to contribute to off-site SANGS. Whilst on-site OSPV may be required, there is little flexibility in terms of distribution of uses across the site. The settlement boundary adjustments are therefore easier to define and are shown on the Maps in Appendix 14: 'Appendix to be removed - Housing sites settlement boundary changes proposals map extracts'. The following sites involve a proposed settlement boundary change:

- White Cairn, Dukes Ride, Crowthorne
- Land east of Murrell Hill Lane, South of Foxley Lane and north of September Cottage, Binfield
- Land at junction of Forest Road and Foxley Lane, Binfield
- Dolyhir, Fern Bungalow and Palm Hills Estate, Bracknell

5.1.2 The need to expand existing educational provision to meet existing and future needs has revealed inconsistencies in the way the settlement boundary has been drawn around educational development. As a result, the relationship of all peripheral school sites to existing settlements has been reviewed. In cases where school buildings relate physically and visually to existing development that forms part of a settlement, adjustments to the boundary are proposed if the boundary currently excludes the school buildings. The proposed amendments are shown on the Proposal Map extracts in Appendix 15: 'Appendix to be removed - Education sites settlement boundary changes proposals map extracts'. A change to the settlement boundary is proposed at the following school sites:

- Easthampstead Park Community School, Ringmead, Bracknell
- Kennel Lane School, Kennel Lane, Bracknell
- Wooden Hill Primary School, Bracknell
- Edgbarrow School, Grant Road, Crowthorne

- New Scotland Hill Primary School, Grampian Road, Sandhurst
- St Michael's C of E Voluntary Aided Primary School, Lower Church Road, Sandhurst

5.2 Open Space of Public Value

5.2.1 Core Strategy Policy CS8 relates to recreation and culture and favours development that retains, improves and maintains existing Recreational Facilities. Recreational Facilities are defined in paragraph 99 of the Core Strategy and the definition includes OSPV (which comprises active and passive OSPV). Examples are given of both categories of OSPV and they are wide ranging including sports pitches, natural, and semi-natural open space.

5.2.2 The Bracknell Forest Borough Proposals Map includes an OSPV notation that applies to a range of land uses and sites in private and public ownership. Whilst the notation alerts potential applicants to the need to consider Policy CS8, the application of the notation on the Proposals Map is not comprehensive. Policy CS8 is a Borough wide policy and is triggered when a site includes any of the features set out in the definition of 'Recreational Facilities' irrespective of whether or not it is shown as OSPV on the Proposals Map. Due to these inconsistencies that have and continue to cause confusion, the Council is proposing to remove the CS8 designation from the Proposals Map. The policy in the Core Strategy would remain and would continue to apply to all sites that contained features specified in the definition.

5.3 Infrastructure

Infrastructure

5.3.1 It is very important to the quality of life in the Borough that necessary services and facilities are provided with new development. There is a need to ensure there is capacity across a wide range of infrastructure to accommodate the additional population.

5.3.2 Core Strategy Policy CS6 requires new development to contribute towards the infrastructure needed to support growth in the Borough and mitigate its impacts. This policy is supported by a SPD on Limiting the Impact of Development (LID) (July 2007), which is likely to be updated or replaced during the lifetime of the SADPD. Future approaches will depend on the policy adopted by the Government.

5.3.3 The SADPD will be accompanied by an Infrastructure Delivery Plan (IDP) (November 2010). The IDP will identify, as far as possible, the infrastructure needs associated with the development of the sites being considered for allocation.

5.3.4 In dealing with larger sites involving a number of landowners, it is important that planning is co-ordinated to equalise land values for the different uses required across the development. It is also necessary to ensure that infrastructure is provided when it is needed by new residents of a development which may be built over a number of phases. The SADPD will identify specific sites for significant elements of new infrastructure required to accommodate the needs arising from cumulative growth over the plan period (such as the proposed new secondary school in the north of the Borough on land at Blue Mountain).

5.3.5 The SADPD and IDP are being prepared in parallel with the third version of the Local Transport Plan (LTP3) and a study of the two main road corridors through the Borough. LTP3 will set out the Council's strategy for transport to 2026 and the A329/A322 Corridor Study will

review options for junction improvements along these key transport routes taking account of the proposed development sites. The SADPD, LTP3 and the corridor study support each other and will all inform the content of the IDP.

5.3.6 For planning purposes infrastructure is taken as including the following:

- **Transport** – including works to ensure that new sites are properly linked to the local movement network and direct provision, or contributions towards, sustainable transport measures. This will help ensure that there is sufficient capacity on the local highway network and support improvements for walking, cycling and public transport. It also includes contributions towards improvements to the strategic highway network including motorway junction improvements.
- **Open space and outdoor recreation** – to meet the leisure and recreation needs of the additional population arising from future development.
- **Suitable Alternative Natural Greenspace (SANG)** – needed to avoid and mitigate the impact of new development on the integrity of the Thames Basin Heaths Special Protection Area.
- **Education** – for strategic sites this is likely to include on-site provision for primary education and contributions towards secondary education. A particular need has been identified for additional secondary education capacity in the northern part of the Borough, and a site for a new secondary school is proposed.
- **Built sports facilities** – to ensure that there are sufficient sports centres/swimming pools etc to meet the projected population's needs for indoor sports facilities.
- **Library facilities** – these may include a new on-site library facility or contributions towards the cost of providing, expanding or improving local library facilities.
- **Community facilities** – it is important for the creation of sustainable communities that there are adequate community halls/buildings to enable local amenity groups, clubs, pre-school groups, senior citizens clubs and social events etc to operate in new and existing communities. This category would include facilities for policing such as Police Points or Stations and CCTV. For strategic residential development on-site provision will generally be sought.
- **Youth facilities and Children's Centres** – proper provision is needed for young people within new developments. The preferred approach is to provide Children's Centres. For most forms of residential development, the Council will seek either on-site provision for the construction and fitting out of a youth facility or a contribution towards the cost of making provision elsewhere.
- **Health and Social Services** – adequate facilities are required to accommodate the additional health and social care needs generated by the occupiers of future development in the Borough. New residential development will be expected to contribute, either by providing new on-site health/social services facilities or by making contributions towards provision by others on a different site.
- **Affordable housing** - is seen as a form of infrastructure and will normally be required from all strategic housing developments.
- **Provision of adequate drainage and run-off control** – to ensure that flood risk is properly controlled.
- **Provision of utilities infrastructure** (water supply, gas, electricity, telecommunications, sewerage)
- **Other requirements** – additional infrastructure or specific measures may be needed to mitigate the impacts of developing a particular site. These will, as far as practicable, be identified for each proposed development site.

Infrastructure Delivery Plan

5.3.7 Much of the new infrastructure will be provided through the investment programmes of a range of organisations. An Infrastructure Delivery Plan has been prepared to ensure that these investment programmes are co-ordinated with the planned development. This identifies current and planned infrastructure provision and assesses the requirements arising from planned development. Gaps in existing and planned infrastructure are identified and an assessment made of the timing and cost of additional infrastructure required and of potential funding sources.

5.3.8 The IDP will be a "live" document that will be periodically monitored and reviewed in consultation with relevant statutory agencies and delivery organisation. Information may be subject to change as new information emerges.

5.3.9 Schedules of infrastructure requirements have been prepared individually for the proposed major extensions to settlements. Current policy outlines the infrastructure requirements for the smaller sites, of between 10-100 units, around the Borough (see LID SPD for further details). These are set out within the IDP and some of the main requirements are included in the policies relating to the proposed sites.

5.3.10 The IDP may also form the basis for setting a development levy for community infrastructure depending on the nature of forthcoming legislation.

5.3.11 The Council used the IDP process to engage with infrastructure providers and established that there are no insurmountable problems associated with providing infrastructure for the identified preferred option sites.

5.3.12 A key part of infrastructure planning will be to ensure that levels of infrastructure required from developers are set at a rate that makes it viable to develop. Identifying requirements at this early stage in the planning process should help to ensure that they are built into developers' plans and financial models and avoid unrealistic expectations of development land values. It may still be necessary in exceptional cases to prioritise essential infrastructure requirements and allow some flexibility on certain less critical aspects to enable necessary development to come forward. Any flexibility will only be exercised on the basis of a thorough understanding of the viability of the development and the impacts of any under-provision.

6 New Section - Proposals Map changes

6.1 Introduction

6.1.1 The preparation of the Site Allocations DPD has included the addition, deletion and amendment of a number of policy boundaries on the Proposals Map. Not all of these boundaries relate to specific policies in this DPD some relate to policies in the Core Strategy and others to saved policies in the Local Plan. These changes are summarised below and listed in [Table 1](#). Upon adoption of the SADPD these changes will be incorporated into a revised Proposals Map.

6.2 Summary of changes

Settlement Boundary Changes

6.2.1 To support the policies in the Site Allocations DPD, a number of amendments have been made to the settlement boundaries. In particular, these include amendments to incorporate housing sites previously located on the edge of settlements (see Policy SA3). Additional amendments to the settlement boundaries include the incorporation of a number of school buildings that were previously not considered part of the settlement but which in reality relate well to the built up area.

Urban Extensions

6.2.2 To support the allocation of land for urban extensions, boundaries for sites have been added to the Proposals Maps for the following sites:

- Land at Broadmoor, Crowthorne (Policy SA 4)
- Land at Transport Research Laborartoty, Crowthorne (Policy SA 5)
- Land at Amen Corner North, Binfield (Policy SA 6)
- Land at Blue Mountain, Binfield (Policy SA 7)

6.2.3 Due to lack of detail about the precise location of buildings, it has not been possible to define settlement boundaries for these sites at this stage. This will be done through a future Development Plan Document.

Other Housing Sites

6.2.4 To support the allocation of housing sites on the edge of settlements and within existing settlements, boundaries for sites have been added to the Proposals Map. This includes:

- Previously developed land and buildings in defined settlements (see Policy SA1),⁽⁴⁶⁾
- Other land within defined settlements (see Policy SA2),
- Edge of settlement sites (see Policy SA 3).⁽⁴⁷⁾

⁴⁶ These changes include a number of amendments to the boundaries of defined employment areas

⁴⁷ Theses changes include a number of amendments to the settlement boundary as a consequence of the allocations of edge of settlement housing sites.

Employment Sites

6.2.5 To support the delivery of housing and to reflect evidence of an over supply of offices, a number of changes have been made to the boundaries of defined employment areas and one identified major employment site (Crowthorne Business Estate) has been deleted. A new policy boundary is shown for the Royal Military Academy Sandhurst (to support Policy SA11).

Retail Sites

6.2.6 In order to reflect redevelopment proposals for Bracknell Town Centre appropriate changes have been made to the Bracknell Town Centre boundary. Amendments have also been made to some of the primary and secondary frontages. A new designation has been added for the Peel Centre which has been redefined in policy terms as an 'edge of centre location'. Some changes to the extent of the boundary of the centre at Crowthorne and retail frontage designations have been made as a part of this document, along with a number of amendments to the boundaries of smaller retail centres in the Borough. PPS 4 was published after the adoption of the Bracknell Forest Borough Local Plan and Core Strategy. The terminology used to describe centres is at variance to that used in relevant local policies. It is therefore proposed to amend the terms used to describe the size of centre in the retail hierarchy for consistency in approach. This means replacing the term Neighbourhood and Village Centre with Local Centre and Local Parades with Neighbourhood Centres. For the avoidance of doubt the changes made establish the relevant areas for the application of Core Strategy Policies CS3, CS21, CS22 and saved Bracknell Forest Borough Local Plan Policies E1, E7, E8, E9, E10 and E11. These changes are mapped in Appendix 9.

6.2.7 An existing centre is de-designated at New Road Ascot as it has become too small to meet the criteria for designation.

Open Space of Public Value

6.2.8 Core Strategy Policy CS8 relates to recreation and culture and favours development that improves and maintains existing recreational facilities. Recreational facilities are defined in paragraph 99 of the Core Strategy and the definition includes Open Space of Public Value (OSPV) (both active and passive). Due to inconsistencies in the way in which this notation was shown on the Proposals Map the opportunity has been taken to remove this notation as part of the preparation of this Site Allocations DPD. However, the policy in the Core Strategy remains and will continue to apply to all sites that contain features specified in the OSPV definition within sub-section 1 of the Core Strategy paragraph 99.

Conservation Areas

Conservation Areas are designated under the provisions of Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990. The Act defines Conservation Areas as 'areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'. Bracknell Forest has five Conservation Areas:

- Warfield
- Easthampstead
- Winkfield Village
- Winkfield Row
- Church Street, Crowthorne

The boundaries of the Conservation Areas have been added to the Proposals Map for completeness.

Local Wildlife Sites (LWS)

In line with DEFRA ⁽⁴⁸⁾ guidance, the Berkshire Nature Conservation Forum confirmed the change in name of Wildlife Heritage Sites to Local Wildlife Sites in February 2009. The definition of LWS remains the same. They are designated in recognition of their high nature conservation value in a regional or local context. LWSs are defined on the Proposals Map

Table 3 Summary of changes to the Proposals Map: additions, amendments and deletions

Location of change	Relevant Map Appendix within Draft Submission
1a. Amendments to the settlement boundary of school sites	
Easthampstead Park Community School, Ringmead, Bracknell	
Kennel Lane School, Kennel Lane, Bracknell	
Wooden Hill Primary School, Bracknell	
Edgbarrow School, Grant Road, Crowthorne	
New Scotland Hill Primary School, Grampian Road, Sandhurst	
St Michael's C of E Voluntary Aided Primary School, Lower Church Road, Sandhurst	
1b. & 2a. Amendments to the settlement boundary as a consequence of the allocation of edge of settlement housing sites and addition of boundaries delineating allocated sites	
White Cairns, Dukes Ride, Crowthorne (SHLAA ref 34)	
Land east of Murrell Hill Lane, South of Foxley Lane and north of September Cottage, Binfield (SHLAA ref 24)	
Land at junction of Forest Road and Foxley Lane, Binfield, (SHLAA ref 93)	
Dolyhir, Fern Bungalow and Palm Hills Estate, Bracknell (SHLAA ref 122 and 300)	
Land at Bog Lane, Bracknell - SHLAA ref 204	

48 Local Sites Guidance On Their Identification and management (DEFRA, 2006)

Location of change	Relevant Map Appendix within Draft Submission
2b. Addition of boundaries delineating Previously Developed Land sites allocated for housing within defined settlements (Policy SA1)	
Adastron House, Crowthorne Road, Bracknell-SLAA ref 15	
GarthHillSchool, Sandy Lane, Bracknell- SHLAA ref 46	
Land at BattleBridge House and Garage, Forest Road, Warfield -SHLAA ref 95	
Farley Hall, London Road, Binfield - SHLAA 123	
The Depot (Commercial Centre), Bracknell Lane West, Bracknell - SHLAA ref 215	
Albert Road Car Park, Bracknell - SHLAA ref 228	
The Iron Duke, Waterloo Place, Old Bakehouse Court, High Street, Crowthorne - SHLAA ref 286	
Land to the north of Eastern Road, Bracknell - SHLAA ref 308	
Land at Old Bracknell Lane West, Bracknell - SHLAA ref 230 & 317	
Chiltern House and the Redwood Building, Broad Lane - SHLAA ref 318	
Land at School Hill, Corwthorne -SHLAA ref 113	
2c.Addition of boundaries delineating Greenfield sites allocated for housing within defined settlements (Policy SA2)	
The Football Ground,Larges Lane, Bracknell - SHLAA ref 19	
Land at Cricket Field Grove, Crowthorne - SHLAA ref 76	
Land at School Hill, Crowthorne - SHLAA ref 113	
Land north of Cain Road, Binfield - SHLAA 194	
152 New Road, Ascot (Winkfield Parish) - SHLAA ref 284	

Location of change	Relevant Map Appendix within Draft Submission
Land north of Peacock Lane, Bracknell (Binfield Parish) - SHLAA ref 316	
Popeswood Garage, Hillcrest and Sundial Cottage, London Road, Binfield - SHLAA 107	
3. Addition of boundaries marking the extent of land allocated as urban extensions	
Land at Broadmoor, Crowthorne - SA4	Appendix 8
Land at Transport Research Laboratory, Crowthorne - SA5	
Amen Corner North, Binfield - SA6	
Land at Blue Mountain, Binfield - SA7	
Land at Amen Corner, Binfield - SA 8	
Land at Warfield - SA9	
4. Defined Employment Area boundary changes	
Old Bracknell Lane West (to take account of housing allocation - SHLAA ref 215 and removal of defined employment area designation from Old Bracknell Lane West)	
Eastern Industrial Area (to take account of housing allocations- SHLAA ref 308 & 318 and removal of defined employment designation from part of Eastern Industrial Area)	
Land north of Cain Road, Bracknell (to take account of housing allocation - SHLAA ref 194 and amendment of defined employment area designation)	
5. Identified Major Employment site outside settlement changes	
Crowthorne Business Estate - removal of designation as an 'Identified Major Employment site'	

Location of change	Relevant Map Appendix within Draft Submission	
6. New designation		
6. Royal Military Academy, Sandhurst (Policy SA11)		
7. 8. & 9 Town Centre retail boundary changes		
7. Amendments to the boundary of Bracknell Town Centre and to primary and secondary frontages	Appendix 9	
8. Additional boundary for Peel Centre, Bracknell		
9. Amendments to Crowthorne Centre boundary and to primary and secondary frontages		
10. Retail centre boundary changes		
Amendments to Sandhurst Centre boundary		
Amendments to Binfield Centre boundary		
Amendments to Birch Hill Centre boundary		
Amendments to Great Hollands Centre boundary		
Amendments to Wildridings Centre boundary		
Amendments to College Town Centre boundary		
Amendments to Crowthorne Station Centre boundary		
Amendments to Easthampstead Centre boundary		
New Road, Ascot - removal of designation as a 'centre'		
11. Addition of boundaries of Conservation Areas		
Warfield		
Easthampstead		
Winkfield Village		
Winkfield Row		
Church Street, Crowthorne		

Policy SA 13

Proposals Map Changes

The following boundary changes are made to the Proposals Map:

1. amendments to the settlement boundary
2. addition of boundaries for allocated housing sites
3. addition of allocated urban extension sites
4. amendments to defined employment areas
5. amendments to identified major employment sites outside settlement boundaries
6. additional designation for Royal Military Academy, Sandhurst
7. amendments to the boundary of Bracknell Town Centre and to primary and secondary frontages
8. additional boundary for the Peel Centre
9. amendments to Crowthorne Centre boundary and to the primary and secondary frontages
10. amendments to the boundaries of local centres
11. deletion of the Open Space of Public Value notation

7 New Section - Delivery, phasing and implementation

7.0.1 Previous sections of the Site Allocations DPD have set out under each policy how each one will be implemented. In general, for the delivery of allocated sites this is through engagement with developers and other stakeholders and through the determination of planning applications. The Council will proactively engage in pre-application discussions in relation to the sites identified in this document and will consider the need for any additional topic or site based supplementary guidance in addition to that which already exists or is in preparation.

Infrastructure Delivery

7.0.2 It is very important to the quality of life in the Borough that necessary services and facilities are provided with new development. A key element of the delivery of new development is the timely provision of associated infrastructure. There is a need to ensure that there is capacity across a wide range of infrastructure to accommodate the needs of a growing population. This document provides greatest guidance on mitigation for the smaller sites.

7.0.3 Core Strategy Policy CS6 requires new development to contribute towards the infrastructure needed to support growth in the Borough and mitigate its impacts. One of the mechanisms for delivering this Policy is through an adopted SPD on Limiting the Impact of Development (LID) (July 2007), which is likely to be updated or replaced during the lifetime of the Site Allocations DPD. A definition of infrastructure for planning purposes is included within the Glossary. Infrastructure will be secured through the use of planning obligations and/or through the Community Infrastructure Levy (CIL). This is a tariff based system of developer contributions which will be used to deliver infrastructure required to support development in the Borough. The Council anticipates that preparation of a CIL Charging Schedule will start at the end of 2011 with adoption in the summer of 2013.

7.0.4 The Site Allocations DPD is supported by an Infrastructure Delivery Plan (IDP) (November 2011) which identifies, as far as possible, the infrastructure needs associated with the development of major extensions to settlements allocated in this document. The IDP has been prepared in partnership with key infrastructure providers including for example the Highways Agency, Natural England and the utility companies. Schedules of infrastructure requirements have been prepared for each of the major extensions to settlements. Key elements of infrastructure are included within each of the relevant policies.

7.0.5 The IDP is a 'living' document and will be kept up to date through ongoing discussions with infrastructure providers. An Infrastructure Reference Group has been established as a sub group of the Bracknell Forest Partnership (Local Strategic Partnership) to facilitate effective infrastructure planning in the Borough. A key part of infrastructure planning is to ensure that levels of infrastructure required from developers are set at a rate that makes it viable to develop and therefore ensures the delivery of development on a the site takes place. Whilst identifying infrastructure requirements at this early stage in the planning process should help to ensure that they are built into developers' plans and financial models, it may still be necessary to prioritise infrastructure requirements. It is anticipated that this would only be in exceptional circumstances and the Council would expect that any flexibility in provision would only be agreed following a thorough understanding of the viability of the development and the impact of any under-provision.

Housing Delivery

7.0.6 An important element of delivery is to ensure that there is a continuous supply of land available for housing. In identifying the likely phasing of sites (see supporting text to housing policies), account has been taken of the likely timescale for delivery bearing in mind the need for any supporting infrastructure and the need to prioritise previously developed land as far as is practicable in line with the Core Strategy. The rate of building will also be affected by market conditions and other external factors such as the number of developers involved in developing a site. Consideration has also been given to the need to include a rolling 5 year supply of deliverable sites and to ensure that all sites are developable.

7.0.7 The broad phasing of housing land is supported by a Housing Trajectory (see Appendix 2: 'Housing') which demonstrates how existing commitments and proposed allocations contribute year by year to meeting the housing requirement. Information about the timing of delivery has been informed by discussions and information supplied by landowners/developers/infrastructure providers and the SHLAA. To help achieve the successful delivery of housing and associated infrastructure at the proposed timescales effective working partnerships will be put in place. These will require the involvement of developers, statutory bodies, Registered Providers and the Council.

Monitoring

7.0.8 In order to ensure that the policies in this document are effective in delivering the overarching long term vision for the Borough set out in the Core Strategy, and the objectives set out in this document (Section 1) and in the Core Strategy it is necessary to ensure that there is appropriate monitoring in place. Each year the Council produces an Annual Monitoring Report (AMR) which monitors the effectiveness of planning policies and whether they are meeting the Council's vision and objectives.

7.0.9 The projected delivery of new houses and broad phases are set out in the Housing Trajectory and will be monitored each year, by gathering data on permissions granted, starts and completions, through the commitments exercise. Use will also be made of indicators as set out in the schedule below. Depending on the results of monitoring it may be necessary to adjust the phasing of sites. The Council is also committed to a review of the Core Strategy which will enable adjustments to be made to delivery to take place.

Monitoring Schedule

7.0.10 The primary focus of this Site Allocations DPD is to ensure that sufficient land is available in suitable locations to deliver Core Strategy objectives. The following schedule is structured around monitoring the delivery of Core Strategy Objectives A, E and G and relevant Site Allocations DPD sub objectives. Monitoring of other Core Strategy indicators will also continue through the AMR process and will also therefore contribute to the assessment as to whether the objectives are being met.

7.0.11 Monitoring against this schedule will be reported in the AMR.

Table 4

Core Strategy Objective A	To plan for a balance of housing and employment growth		
SADPD sub objective A(i)	To ensure an adequate supply of land to deliver the community's needs based on the Core Strategy Housing target.		
Core Strategy Indicators	Delivery of this Objective will be monitored through the relevant Core Strategy Indicators for Core Strategy Objective A as set out in the adjacent column (AMR indicator references are used).		<p>Cor H1 & H2 – Housing Trajectory</p> <p>Cor H3 – Previously Developed Land</p> <p>Loc H2a – Dwelling types/size</p> <p>Loc H2b Settlement boundaries</p> <p>Cor BD1 – Employment floorspace stock</p> <p>Cor BD3 – Employment Land Available</p> <p>Cor BD4 – Completed Floorspace</p>
	Site	Indicators	Targets
Site Specific Indicators	All Urban Extensions	SA1 - Housing delivery in line with individual phasing plans	Meet or fall within 10% of the annual completions projections
		Affordable Housing	Delivery in line with relevant policy at time of planning permission. Monitor through AMR/Core Strategy indicator Cor H5.
Site Specific Indicators	Land at Broadmoor Crowthorne	Provision of a small research park	Completion of development in line with agreed phasing plan and conditions of planning permission.

	Land at Transport Research Laboratory, Crowthorne	Provision of an Enterprise Centre	Completion of development in line with agreed phasing plan and conditions of planning permission.
	Land at Amen Corner (South), Binfield	Delivery of employment floorspace	Delivery in line with any agreed phasing plan and conditions of any planning permissions
Core Strategy Objective E	To promote a transport system which enables access to services, by a choice of transport modes.		
SADPD Sub Objective E(i)	To mitigate against the impacts of development on the operation of the Strategic Road Network (with particular emphasis on Junction 10 of the M4 and Junction 3 of the M3) and on local roads.		
	Site	Indicator	Target
Site Specific Indicators	All Urban Extensions	Junction / highway improvements	Junction improvements delivered in line with the Infrastructure Delivery Plan, the transport assessments and modelling submitted with planning applications and with the requirements of any planning permission.
Core Strategy Objective G	To support and facilitate essential community facilities and infrastructure in accessible locations.		
SADPD Sub Objective G(i)	To co-ordinate new developments with the provision of infrastructure so that it is available at appropriate points in the development process. This should be based on the preparation of an Infrastructure Delivery Plan.		
	Site	Indicator	Target
Site Specific Indicators	All Urban Extensions	Delivery of social, community and green Infrastructure	Delivery in line with the agreed Infrastructure Delivery Plan and details in planning permissions.

New section - Glossary and Abbreviations

This is a new section, replacing and updating the previous glossary and abbreviations sections.

Table 5

Term	Acronym	Definition
Affordable Housing		Includes social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market.
Ancient Woodland		An area which has been wooded continuously since at least 1600AD.
Annual Monitoring Report	AMR	A report which the Council produces to assess its progress in preparing the Local Development Framework (LDF) and to monitor how effectively policies within the LDF are being implemented.
Areas of Special Landscape Importance	ASLI	Parts of the countryside which display special landscape characteristics of importance within the Borough. These areas are defined on the Proposals Map.
Bracknell Forest Borough Local Plan	BFBLP	The type of planning policy document which was formerly produced by the Council to guide development in the Borough (now being replaced by documents in the LDF). Policies in the Local Plan which have been 'saved' pending adoption of documents in the LDF still form part of the Development Plan for the Borough.
Community Infrastructure Levy	CIL	A tariff based system of developer contributions which will be used to deliver infrastructure required to support development in the Borough.
Conservation Area		Areas of special architectural or historic interest which are designated to offer greater protection to the built and natural environment. These areas are defined on the Proposals Map.
Core Strategy Development Plan Document	CS DPD	An overarching, strategic document which sets out the Council's long-term vision for the Borough and the strategy which will be applied in promoting and managing development in Bracknell Forest until 2026.

Term	Acronym	Definition
Defined Employment Area		Distinct areas within settlements where there is a concentration of employment. Development for employment generating uses (which in terms of the Core Strategy is business, industrial, distribution and storage uses) is directed to these areas and Bracknell Town Centre. These areas are defined on the Proposals Map.
Defined Settlement		Existing built up areas (town and villages). These areas are defined on the Proposals Map.
Deliverable Sites		Those sites which are: <ul style="list-style-type: none"> • Available – site is available now • Suitable – site offers a suitable location for development and contributes to the creation of sustainable, mixed communities • Achievable – there is reasonable prospect that housing will be delivered on the site.
Developable sites		Those sites which are in a suitable location for housing development and which have a reasonable prospect of being available for, and could be developed at the point envisaged.
Development Plan		<p>The development plan for the Borough currently consists of the South East Plan, the saved policies in the Bracknell Forest Borough Local Plan and the Core Strategy. Once adopted, the development plan will include the SADPD. The South East Plan will no longer form part of the development plan following enactment of the Localism Bill.</p> <p>The determination of planning applications must be made in accordance with the development plan unless material considerations indicate otherwise.</p>
Development Plan Document	DPD	A type of planning document that forms part of the LDF and contains planning policies to be used when the Council determines planning applications. It is subject to Examination by an independent Inspector and, once adopted, forms part of the Development Plan for the Borough.
Draft National Planning Policy Framework	NPPF	One of the Coalition Government's proposals for reforms of the planning system, is to make national planning policy less complex and more

Term	Acronym	Definition
		accessible, and to promote sustainable growth. The draft NPPF is a single document that sets out the Government's economic, environmental and social planning policies for England. Taken together, these policies articulate the Government's vision of sustainable development. The draft NPPF prioritises the role of planning in supporting economic growth.
Dwellings per hectare	DPH	A measure of the number of dwellings which can be accommodated on a hectare of land (a hectare of land can be thought of as a square measuring 100m x 100m).
Edge of centre retail sites		Defined as being within 300m walking distance of a town centre boundary.
Employment Land Review	ELR	A quantitative and qualitative review of the existing employment land supply in the Borough. It also provides an assessment of the future demand for employment (types and locations) within the Borough.
Employment Uses		Business, Industrial, Distribution and Storage (BIDS) uses.
Feature Square		An open area, generally surrounded by buildings, which is landscaped (may be soft and/or hard landscaping) and serves as a focal point for an area or neighbourhood.
Flood Risk Assessment	FRA	An assessment which sets out how flood risk from all sources of flooding to the development itself and flood risk to others will be managed.
Gateway Feature		A visually prominent building or feature (such as a significant tree), which serves to highlight and identify the entrance point to an area or neighbourhood.
Green Infrastructure	GI	This is the creation, management and protection of green spaces in built and urban environments which includes, but is not limited to, parks and gardens, natural and semi-natural urban green spaces, green corridors which link spaces and outdoor sports facilities. The primary function of GI is to conserve and enhance biodiversity, and support healthy living by increasing outdoor recreational opportunities. GI also has an

Term	Acronym	Definition
		important role to play as one of many tools that can be used to offset the effects of climate change and reduce flood risk.
Green Route/Green Corridor		A street or path (which may include a cycleway or bridleway) which is lined with trees and other vegetation.
Greenfield land		Land which does not meet the definition of 'previously developed land' (PDL, or 'brownfield'). It is usually land that is currently undeveloped
Habitat Regulations Assessment	HRA	An assessment, required under the Habitats Directive, if a plan or project is judged as likely to have a significant effect on a Natura 2000 site.
Historic Park and Garden		A park or garden identified as having special historic character, and as such protected from inappropriate development by planning policies. Sites within the Borough includes: Ascot Place, Winkfield; Moor Close (Newbold College), Binfield; South Hill Park, Bracknell; and Broadmoor Hospital Crowthorne.
Housing Commitment		Land which is some way committed for housing development. Hard Commitment - a site which has planning permission for 1 or more dwelling. Soft Commitment - land which has no formal planning permission, but which has been identified in principle as suitable for housing.
Infrastructure		For planning purposes, infrastructure is taken to include the following: Transport, open space and outdoor recreation, Suitable Alternative Natural Greenspace (SANG), Education, built sports facilities, library facilities, community facilities including places of worship, youth facilities and Children's Centres, health and social services, affordable housing, provision of adequate drainage and run-off control, utilities infrastructure.

Term	Acronym	Definition
Infrastructure Delivery Plan	IDP	Identifies, as far as possible, the infrastructure needs (e.g. provision for new open space, road/junction improvements, schools and other community uses) associated with the development of sites allocated in the SADPD. It is compiled following engagement with infrastructure providers and partner organisations.
Landmark Building		A building of greater scale or visual prominence than surrounding buildings, which serves as a marker of a junction or corner, to help people find their way around and help create distinctive and memorable places and routes.
Limiting the Impact of Development Supplementary Planning Document	LID	The LID SPD sets out how the Borough will ensure speed, transparency and consistency in the implementation of Local Plan policies through the negotiation of planning obligations. It provides guidance on the infrastructure and/or financial contributions towards the provision of infrastructure that the Council will expect from different types and scales of development.
Listed Building		Buildings which are identified as having special architectural or historic importance and so are protected from demolition or inappropriate alteration or development by legislation and by planning policies. Protection also applies certain other structures within the cartilage of Listed Buildings.
Local Development Framework	LDF	The collection of documents produced by a Council to guide development and the use of land in the Borough. The LDF is made up of Development Plan Documents (DPDs) which contain the main policies and Supplementary Planning Documents (SPDs) containing supplementary guidance on implementation of the policies. The LDF also comprises the Proposals Map, plus other documents such as the Local Development Scheme, Annual Monitoring Report (AMR) and the Statement of Community Involvement (SCI).
Local Development Scheme	LDS	Document which sets out the Council's three year programme for producing Local Development Framework documents.

Term	Acronym	Definition
Local Strategic Partnership	LSP	Group of representatives from agencies that deliver public services, community and voluntary organisations and businesses in BracknellForest. They produce the Sustainable Community Strategy.
Local Transport Plan	LTP	A five year strategy for the development of local, integrated transport supported by a programme of transport improvements. The plan is used to bid to central Government for funding for transport initiatives.
Local Wildlife Site (Wildlife Heritage Site)	LWS	Areas identified as having a nature conservation interest. These areas are defined on the Proposals Map.
Localism Bill		The Localism Bill is proposed legislation covering a wide range of local government and other matters. The principle of localism is that power and resources should be transferred from central government to the local level. It is based on the principle that decisions should be taken as closely as possible to the people they affect. The Localism Bill will be the mechanism by which Regional Strategies will be abolished.
Major Employment Site		These are major employment areas located outside of the defined settlement. These areas are defined on the Proposals Map.
Neighbourhood Centre		Small parades of shops of purely neighbourhood significance.
Open Space of Public Value	OSPV	Comprises active (e.g. sports pitches, play areas etc) and passive (e.g. natural and semi-natural space, green corridors, country parks etc) open space.
Planning Obligation		A legal undertaking to ensure that the things needed to make a development acceptable in planning terms are provided. Developers may enter into obligations to secure the provision of measures and local facilities that are reasonably related and needed to serve the development and which will make it more sustainable.

Term	Acronym	Definition
Planning Policy Guidance Note / Planning Policy Statement	PPG / PPS	<p>These are documents produced by the Government to provide guidance to Local Planning Authorities on the Planning System. The content of PPGs and PPSs must be taken into account by Local Authorities when preparing their LDF, and the guidance they contain may also be relevant to decisions on individual planning applications/appeals.</p> <p>Central Government intends to amalgamate existing PPGs and PPSs into a single, more streamlined 'National Planning Policy Framework'.</p>
Previously Developed Land	PDL	<p>Land which is or was occupied by a permanent structure, including the curtilage of the developed land and any associated fixed surface infrastructure (excludes mineral workings, agriculture and forestry buildings or other temporary structures, and land that was PDL but where the remains of permanent structures have blended into the landscape in the process of time). The definition no longer includes private residential gardens. Also referred to as 'brownfield' land.</p>
Primary and Secondary Frontages		<p>Primary frontages are likely to include a high proportion of retail uses. Secondary frontages provide greater opportunities for a diversity of uses. These areas are defined on the Proposals Map.</p>
Primary Shopping Area		<p>Defined area where retail development is concentrated. It generally comprises the primary shopping frontage (and those secondary frontages which are contiguous and closely related to the primary shopping frontage). These areas are defined on the Proposals Map.</p>
Proposals Map		<p>A map forming part of the LDF which identifies the location and extent of policies and proposals that are set out in the Development Plan.</p>
Site Allocations Development Plan Document	SA DPD	<p>This document delivers the vision and objectives of the Core Strategy, by identifying sites for future housing development in the Borough; ensuring that appropriate infrastructure is identified alongside new development; and,</p>

Term	Acronym	Definition
		revises the boundaries of certain designations shown on the Proposals Map e.g. defined employment areas. Once adopted it will form part of the LDF.
Sites of Special Scientific Interest	SSSI	Areas of special interest by reason of their flora, fauna, geological or physiological features. They are protected under the Wildlife and Countryside Act. These areas are defined on the Proposals Map.
Soundness		<p>A local development document has to meet the tests of soundness in an examination before it is finally approved. The current definition in PPS12 (Local Spatial Planning) is:</p> <ul style="list-style-type: none"> • Justified - a document must be founded on a credible evidence base and be the most appropriate strategy when considered against reasonable alternatives • Effective - a document must be deliverable, flexible and able to be monitored. <p>The Draft NPPF contains the following definition of soundness, which is a material consideration. Plans should be:</p> <ul style="list-style-type: none"> • Positively prepared– the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is practical to do so, consistently with the presumption in favour of sustainable development • Justified – the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence base • Effective – the plan should be deliverable over its period • Consistent with national policy
South East Plan	SEP	The SEP sets out the regional planning policies for the south east. It was approved in 2009 and sets out the vision for planning for the region up to 2026. Whilst this document currently forms part of the development plan, the Government has clearly stated its intentions to revoke

Term	Acronym	Definition
		Regional Spatial Strategies (RSSs) in the Localism Bill. This Bill is currently progressing through the Parliament and it is likely that the South East Plan will no longer be part of the development plan before the SADPD is adopted.
Stakeholder		In this context, an organisation or individual with an interest in local planning matters.
Statement of Community Involvement	SCI	Document which forms part of the Local Development Framework, and sets out how BracknellForest will engage with people in preparing Development Plan Documents and Supplementary Planning Documents in the LDF. It was adopted in 2006.
Strategic Access, Management and Monitoring	SAMM	This is a project overseen by Natural England and Hampshire County Council to implement standard messages and additional wardening and education across the Thames Basin Heaths SPA.
Strategic Environmental Assessment	SEA	An internationally-used term to describe high-level environmental assessment as applied to policies, plans and programmes. SEA is a requirement of European law, and considers the impact of proposed plans and policies on the environment. SEA is often undertaken in conjunction with a Sustainability Appraisal.
Strategic HousingLand Availability Assessment	SHLAA	Identifies sites that have been submitted to the Council by landowners and organisations, for consideration of their development potential. It identifies sites with potential for housing and assesses their potential and when they are likely to be developed.. The SHLAA looks at whether the sites are deliverable (i.e. available, suitable for development, and likely to come forward in a reasonable timescale) and developable. However, the SHLAA does not allocate sites for development; rather it informs the preparation of the documents that do (i.e.SADPD).
Strategic Road Network	SRN	Includes most motorways and some major “A” classified roads.
Suitable Alternative Natural Green Space	SANG	Open space, meeting guidelines on quantity and quality, for the purpose of providing recreational alternatives to divert dogwalkers and others from

Term	Acronym	Definition
		the SPA. It is provided by residential developments lying within a certain distance from the SPA to avoid those developments creating additional recreational pressure on it.
Supplementary Planning Document	SPD	A type of planning document that provides support, and additional detail on policies contained within Development Plan Documents (DPDs). SPDs are a material consideration but hold less weight than a DPD.
Sustainability Appraisal	SA	Examines the impact of proposed plans and policies on economic, social and environmental factors, and ensures that these issues are taken into account at every stage so that sustainable development is delivered on the ground. It also appraises the different options that are put forward in the development of policies and the identification of allocation sites. Each DPD that the Council produces is accompanied by its own SA, which also incorporates the requirement of SEA.
Sustainable Community Strategy	SCS	Sets out a vision for the Borough, which is prepared by the Local Strategic Partnership (a group of organisations that deliver public services in Bracknell Forest (the LSP).
Sustainable Drainage Systems	SuDS	Sustainable approaches to surface water drainage management including: source control measures including: <ul style="list-style-type: none"> • rainwater recycling and drainage; • infiltration devices to allow water to soak into the ground; • filter strips and swales, which are vegetated features that hold and drain water downhill mimicking natural drainage patterns; • filter drains and porous pavements to allow rainwater and run-off to infiltrate into permeable material below ground and provide storage if needed; and, • basins and ponds to hold excess water after rain and allow controlled discharge that avoids flooding.
Thames Basin Heaths Special Protection Area	TBH SPA	A nature conservation area comprising a group of heathland sites designated for its bird interest under a European Wildlife Directive (and subject

Term	Acronym	Definition
		to the assessment procedure set out in the Habitats Directive), in order to protect internationally important species of birds which live within them.
Tree Preservation Order	TPO	Trees which are protected under the Town & Country Planning. A TPO makes it an offence to wilfully damage or destroy a protected tree.
Town Centre		Defined area, including the primary shopping centre area and areas of predominantly leisure, business and other main town centre uses within or adjacent to the primary shopping area. These areas are defined on the Proposals Map.

To be deleted - Glossary

This section is to be replaced by an updated and combined glossary and abbreviations section

~~Affordable Housing – includes social rented and intermediate housing, provided to specified eligible households whose needs are not met by the market.~~

~~Annual Monitoring Report – annual report submitted to government on the progress of preparing the Local Development Framework and the effectiveness of policies and proposals.~~

~~Air Quality Management Area – is an area where the National Air Quality Objectives have been or are expected to be exceeded. Necessary steps will be identified through an action plan to reduce the pollution in these areas wherever possible. As air quality improves the AQMA may be reduced in size or removed completely.~~

~~Brownfield land (or previously developed land, PDL) – land which has been previously developed, excluding mineral workings, agricultural and forestry buildings or other temporary uses. The definition no longer includes private residential gardens.~~

~~Core Strategy Development Plan Document – sets out the Council’s long-term vision and strategy to be applied in promoting and managing development throughout Bracknell Forest Borough.~~

~~Defined Employment Areas – distinct areas within settlements where employment development already takes place in a successful manner. Development for employment-generating uses will be directed to these areas along with Bracknell Town Centre.~~

~~Deliverable Sites – those which are:~~

- ~~• Available – the site is available now~~
- ~~• Suitable – the site offers a suitable location for development now and would contribute to the creation of sustainable, mixed communities~~
- ~~• Achievable – there is reasonable prospect that housing will be delivered on the site~~

~~Developable Sites – those which are in a suitable location for housing development and which have a reasonable prospect of being available for, and could be developed at the point envisaged.~~

~~Development Plan – the statutory Development Plan consists of Adopted DPDs, saved policies and old style plans that have not lapsed.~~

~~Development Plan Documents (DPD) – spatial planning documents that are subject to independent examination will form part of the development plan for the Borough.~~

~~Edge of Centre Retail Sites – defined as being within 300m walking distance of a town centre boundary.~~

Gaps - help preserve the physical and visual separation of settlements by protecting the rural areas between them.

Greenfield Site – land which has not been previously developed.

Historic Park and Gardens - includes Ascot Place, Winkfield; Moor Close (Newbold College) Binfield; South Hill Park, Bracknell; and Broadmoor Hospital, Crowthorne.

Listed Building - buildings and other special features of architectural or historic importance which contribute to the character and quality of the environment.

Local Development Framework – a non-statutory term used to collectively describe the Local Development Documents that together guide development and the use of land in the Borough.

Major Locations for Growth – the 2 areas identified as extensions to existing urban areas (Amen Corner and Warfield - formerly referred to as Land North of Whitegrove and Quelm Park).

Neighbourhood Centre - These are retail provision (Shops) that solely serve the residents of the development. They are purely of neighbourhood significance and are not considered as a centre by Planning Policy Statement 4.

Open Space of Public Value - comprises of active and passive open space which includes children's play areas and country parks.

Planning Policy Statements – national planning policy produced by the Government.

Previously Developed Land - see 'brownfield land' above.

Proposals Map – map forming part of the Local Development Framework which identifies the locations to which policies and proposals set out in DPDs apply.

Recreational Facilities – comprise active (e.g. sports pitches, kick-about areas and children's play areas) and passive (e.g. natural and semi-natural open space, green corridors and urban woodlands) open space of public value and built facilities (e.g. sports halls, places of worship, synthetic pitches, theatres, swimming pools and arts centres).

Settlements – land specifically designated as lying within a settlement as shown on the adopted Proposals Map.

Special Protection Areas – sites classified under the European Community Directive on Wild Birds to protect internationally important bird species.

Strategic Environmental Assessment (SEA) – Internationally used term to describe high-level environmental assessment as applied to policies, plans and programmes required by the EU SEA Directive.

Supplementary Planning Document – a type of Local Development Document that provides further guidance to the implementation of planning policies and proposals. SPDs hold less weight than a Development Plan Document.

~~Sustainability Appraisal— the assessment of the impact of plan policies from an environmental, economic and social perspective, which full incorporates the requirements of the SEA Directive.~~

~~Sustainable Urban Drainage System— a sequence of management practices and control structures designed to drain surface water in a sustainable manner.~~

To be deleted - Abbreviations

This section is to be replaced by an updated and combined glossary and abbreviations section

~~AMR - Annual Monitoring Report~~

~~AQMA - Air Quality Management Area~~

~~BFBLP - Bracknell Forest Borough Local Plan~~

~~BFC - Bracknell Forest Council~~

~~CS - Core Strategy~~

~~DPD - Development Plan Document~~

~~DPH - Dwellings Per Hectare~~

~~ELR - Employment Land Review~~

~~IDP - Infrastructure Delivery Plan~~

~~LDF - Local Development Framework~~

~~LID - Limiting the Impact of Development~~

~~LTP - Local Transport Plan~~

~~OSPV - Open Space of Public Value~~

~~PPS - Planning Policy Statement~~

~~PDL - Previously Developed Land~~

~~SA / SEA - Sustainability Appraisal / Strategic Environmental Assessment~~

~~SADPD - Site Allocations Development Plan Document~~

~~SANG - Suitable Alternative Natural Greenspace~~

~~SFRA - Strategic Flood Risk Assessment~~

~~SHLAA - Strategic Housing Land Availability Assessment~~

~~SPA - Special Protection Area~~

~~SPD - Supplementary Planning Document~~

~~SRN - Strategic Road Network~~

~~SUDS - Sustainable Urban Drainage Systems~~

~~TBHSPA - Thames Basins Heaths Special Protection Area~~

TRL - Transport Research Laboratory

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Appendices

Appendix 1: Stages and timetable for Site Allocations DPD

1 The stages for producing the SADPD are shown below. Each stage is accompanied by a Sustainability Appraisal (SA) to test and refine the options and proposals against sustainability criteria.

Table 6 Site Allocation DPD Stages

Document/Action	Provisional Timescale as at October 2010	Sustainability Appraisal
Pre-production /Reg.25 Public Participation -discussions with stakeholders	September 2009 - October 2010	
Stakeholder workshop	2 December 2009	
	January - February 2010	SADPD Sustainability Appraisal Scoping Report
Public Participation on Issues and Options document and supporting material including Strategic Housing Land Availability Assessment (SHLAA) and Employment Land Review (ELR)	February - April 2010	Consultation on Initial Sustainability Appraisal of clusters
Local area design workshops focusing on specific broad areas.	May 2010	Further refinement following outcome of workshops
Consultation on Preferred Options	November - December 2010 (extended to 17 January 2011)	Draft Sustainability Appraisal Report
Publication of Draft Submission	July 2011/January 2012	
Public Participation on legal compliance and 'soundness of Draft Submission DPD	July - August 2011/ January - February 2012	Sustainability Appraisal Report
Submission of final version of SADPD and Sustainability Appraisal Report to Government	November 2011 /June 2012	

Examination	TBC October 2012	N/A
Adoption and publication of the SADPD	TBC March 2013	Sustainability Appraisal Report

Proposals Map

2 The Bracknell Forest Borough Proposals Map was adopted by the Council on 21st April 2010 and currently shows designations relating to saved policies in the Bracknell Forest Borough Local Plan (2002) and the Bracknell Forest Core Strategy (2008). Some of the plans in this document show proposed changes to the **Proposals Map reflecting proposed allocations and amendments to the boundaries of areas to which certain policies apply**. On adoption of the SADPD, the Proposals Map will be formally revised. The Proposals Map therefore evolves as various components of the LDF are adopted.

Sustainability Appraisal

3 The SADPD has been, and will continue to be, informed by the SA and Strategic Environmental Assessment (SEA). This is to ensure that the allocations, policy designations and policies it contains all contribute towards the aims of sustainable development, and that social, environmental and economic issues are properly taken into account.

4 The SA will be carried out in accordance with the timetable set out in **the above table** 'Site Allocations Development Plan Document Stages'. A Sustainability Appraisal Scoping Report (which identifies how the appraisal is to be carried out) was prepared and subsequently consulted on in January and February 2010. An Initial SA of the Broad Areas for development was prepared at the time of the **Issues and Options** February consultation. The Council has **re-appraised** the sites being considered to inform the selection of sites for development. This work is set out in the **Draft Submission Preferred Options** Background Paper which accompanies this consultation.

Appendix 2: Appendix to be removed - Housing

Text to be removed as included in Background Paper and updated housing chapter of SADPD. This appendix will include an updated housing trajectory.

Housing

1 The following paragraphs try to explain why we need to include a section in this document on housing and policies that allocate more land for housing. A brief explanation is also given of the process undertaken to identify the sites included in this document. Further evidence is given in the SADPD Preferred Option Background Paper, which is a supporting document to this consultation.

Why do we have to allocate more land for housing development?

2 The Options Consultation was based on the housing requirement set out in the South East Plan (12,780 homes). However, the current Government is revoking Regional Spatial Strategies which include the South East Plan. Whilst the Government has made it clear that local authorities should continue to plan for housing to meet their needs, the scale of provision is to be set locally. The Government has advised that the development plan now comprises adopted Development Plan Documents (DPDs) and saved policies. For Bracknell Forest, this means that the adopted Core Strategy continues to set the planning strategy for the Borough. The SADPD should comply with, and help implement, the Core Strategy.

3 The Core Strategy uses a locally derived requirement of 10,780 dwellings (an additional 359 homes carried forwards from a previous plan period are no longer relevant) for the period 2006 - 2026. In dealing with how this requirement is to be met, the Council is still required by Government to identify and maintain a rolling 5 year supply of deliverable sites. Furthermore, sufficient developable sites and broad areas must be shown to provide a supply for at least 15 years from the date this plan is adopted.

Requirement remaining to be allocated

4 As the requirement relates to the period 2006 - 2026, account needs to be taken of progress already made in trying to meet the requirement. This means subtracting from the target figure the number of homes already completed from 1st April 2006 to 31st March 2010 (1,424) and the number with planning permission on medium and large sites at 31st March 2010 that were under construction or yet to be started (2,805). Some homes are already planned on sites identified in the Core Strategy at Amen Corner and Warfield (2,925). These sources amount to **7,154 homes**. When these are subtracted from the total requirement, it leaves sites for a further **3,626 homes to be found to 2026**. These figures are summarised in the Figure 3 'Land supply Data 2006 - 2026 (1)' table.

The site selection process

5 This involved two stages. The first stage drew upon the Strategic Housing Land Availability Assessment (SHLAA) which identifies sites with potential for housing. The Council completed its SHLAA during 2009. It was used to identify potential sites for allocation that met established locational principles (Core Strategy Policy CS2 - Locational Principles). These were sites located

inside existing settlements, on the edge of settlements and clusters of sites in close proximity to settlement boundaries. In the interests of securing a comprehensive approach, Broad Areas were drawn around the clusters of sites, forming extensions to settlements. These were included in the Options Consultation earlier this year. Following the collation of responses to this consultation, those relating to the capacity, suitability, availability and achievability of sites for development were used to update the SHLAA to March 2010. A number of new sites were also submitted and subsequently assessed and included in the updated SHLAA. This piece of background evidence alone, has resulted in the need to revise the list of sites put forward for possible allocation:

6 Stage two of the site selection process has involved assessing possible sites against a number of detailed site specific criteria that relate to issues that are identified in the vision for the Borough and supported by spatial objectives. National policy (Planning Policy Statement 3 - Housing) makes it clear that any sites included in the future land supply should be deliverable and developable. This encompasses looking at the availability of the land. If it is known that the land is unlikely to be available, then this is an over-riding constraint. Information used for the assessments was gathered from responses to consultations and technical studies. Details of the assessments of preferred sites and those that have been rejected are contained in the Background Paper, the criteria applied are summarised briefly below:

- Availability of land:
- Impact on landscape character and setting of the settlement including consideration of gaps:
- Impact on character of settlement:
- Impact on historic environment:
- Impact on the SPA:
- Impact on resources which includes consideration of whether a site is greenfield or involves previously developed land:
- Accessibility, including relationship with the Borough's most sustainable settlement, Bracknell:
- Impact on infrastructure and capacity to improve infrastructure:
- Potential to build a sustainable community including helping to meet local housing needs and wider community benefits:
- Sustainability Appraisal:

Capacity of potential housing sites

7 Whilst the Government has removed the minimum density target of 30 dpha, there is still a requirement to make efficient use of land. The lower the density of development, the greater the amount of land required. Furthermore, household projections show a large increase in one person households over the plan period. Whilst the relationship between household size and the size and type of dwelling occupied is complex and often influenced by income, wealth and life stage, it is inevitable that there will be a need for a number of small dwellings (1 and 2 bed units). Although higher density development is most suited to sites within and around town centres, it is considered that the urban extensions offer the opportunity to achieve a range of densities across sites due to their size and location. Average densities in excess of 30 dpha have therefore been applied and resulting capacities have been tested in the production of master plans for these sites. Discussions have also been held with landowners/developers regarding capacity estimates:

8 In calculating the capacity of sites on the edge of settlements and sites within defined settlements, regard has been paid to the character of the surrounding development and existence of constraints such as trees and the gradient of sites. The exercise has also taken into account whether or not sites are located within the Character Areas defined in the Character Areas Assessment Supplementary Planning Document (March 2010).

Potential housing sites

9 Policies have been included for 3 categories of site:

- sites in existing settlements
- edge of settlement locations, and
- urban extensions.

10 Policies dealing with sites in existing settlements and on the edge of settlements give the location of each site and an approximate capacity. Policies dealing with urban extensions outline the scale and type of development envisaged and then list essential requirements. Appendix 9: 'Superseded Urban extension Proposals Map extracts' include extracts from the Bracknell Forest Borough Proposals Map showing the boundaries of the sites to be allocated. The development of edge of settlement sites and urban extensions will require revisions to the existing settlement boundary. Revised settlement boundaries are suggested for the edge of settlement sites and these are shown on extracts from the Proposals Map in Appendix 14: 'Appendix to be removed - Housing sites settlement boundary changes proposals map extracts'. However, at this stage it is difficult to determine the precise boundary of built development for the urban extensions as each proposal will need to incorporate an extensive amount of supporting infrastructure that it might not be appropriate to include within a settlement boundary. This particularly applies to Open Space of Public Value (OSPV) and Suitable Alternative Natural Greenspaces (SANGs) which is required to mitigate the impacts of development on the Special Protection Area. Proposals for revised settlement boundaries for urban extensions will therefore be dealt with in a future DPD such as the Review of the Core Strategy. Some sites are currently affected by the OSPV designation. For other reasons, it is proposed to remove this designation from the Proposals Map although the criteria in Policy CS8 will still apply and will need to be addressed in any proposals.

How the potential sites meet the requirement remaining to be met

11 Table 2.1: Site Contributions shows the contribution of each category of site proposed for allocation, including an allowance for small windfall sites. PPS3 states that an allowance for windfall sites (housing development which is permitted on land which is not allocated) should not be included in the first 10 years of supply unless justified. The Council's SHLAA focuses on medium and large sites. These involve sites with a capacity for 10+ net dwellings. The SHLAA does not therefore attempt to identify small sites. The Council has a comprehensive set of data on permissions and completions on small sites and this has been analysed through the SHLAA. As a result, it is considered that a small site allowance of 30 net dwellings per year can be supported. No windfall allowance has been included for large and medium sites although such sites have contributed to the supply in the past and may come forwards in the future. Any such proposals will be assessed against national and local policies and if permitted, their impact on the land supply and delivery of development will be addressed through the monitoring process.

Table 7 Site Contributions

Housing Locations	Number of Units
Homes on sites in existing settlements	901
Homes on small sites on the edge of settlements	174
Urban extensions	2,078
Small windfall sites (30 dwellings per year over 16 years)	480
TOTAL	3,633

12 Table 2.1 shows that the current proposals equate to sites for around 3,633 new homes. This is close to the current shortfall of 3,626 homes.

Figure 1 Housing Trajectory 2006 - 2026

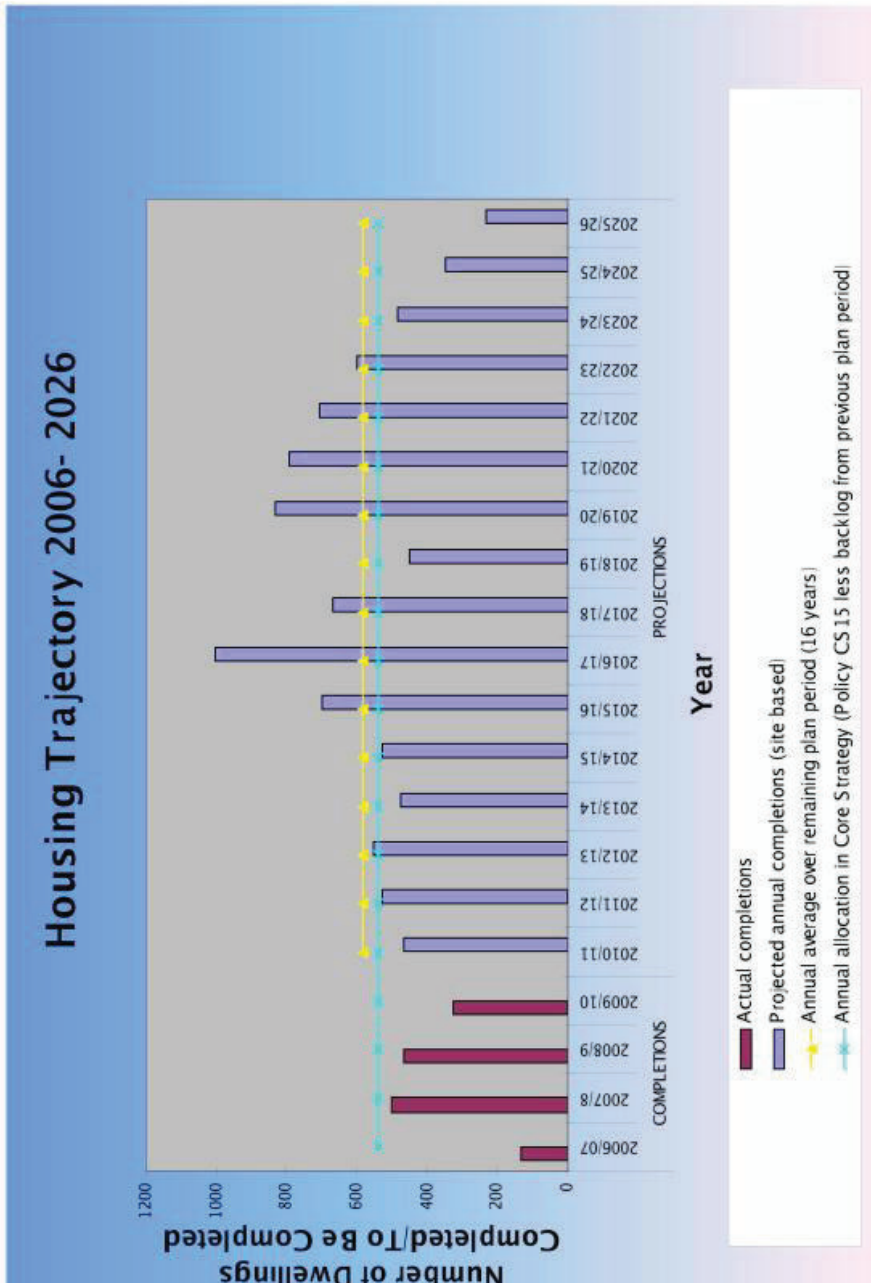


Figure 2 Housing Trajectory Site Breakdown 2006 - 2026

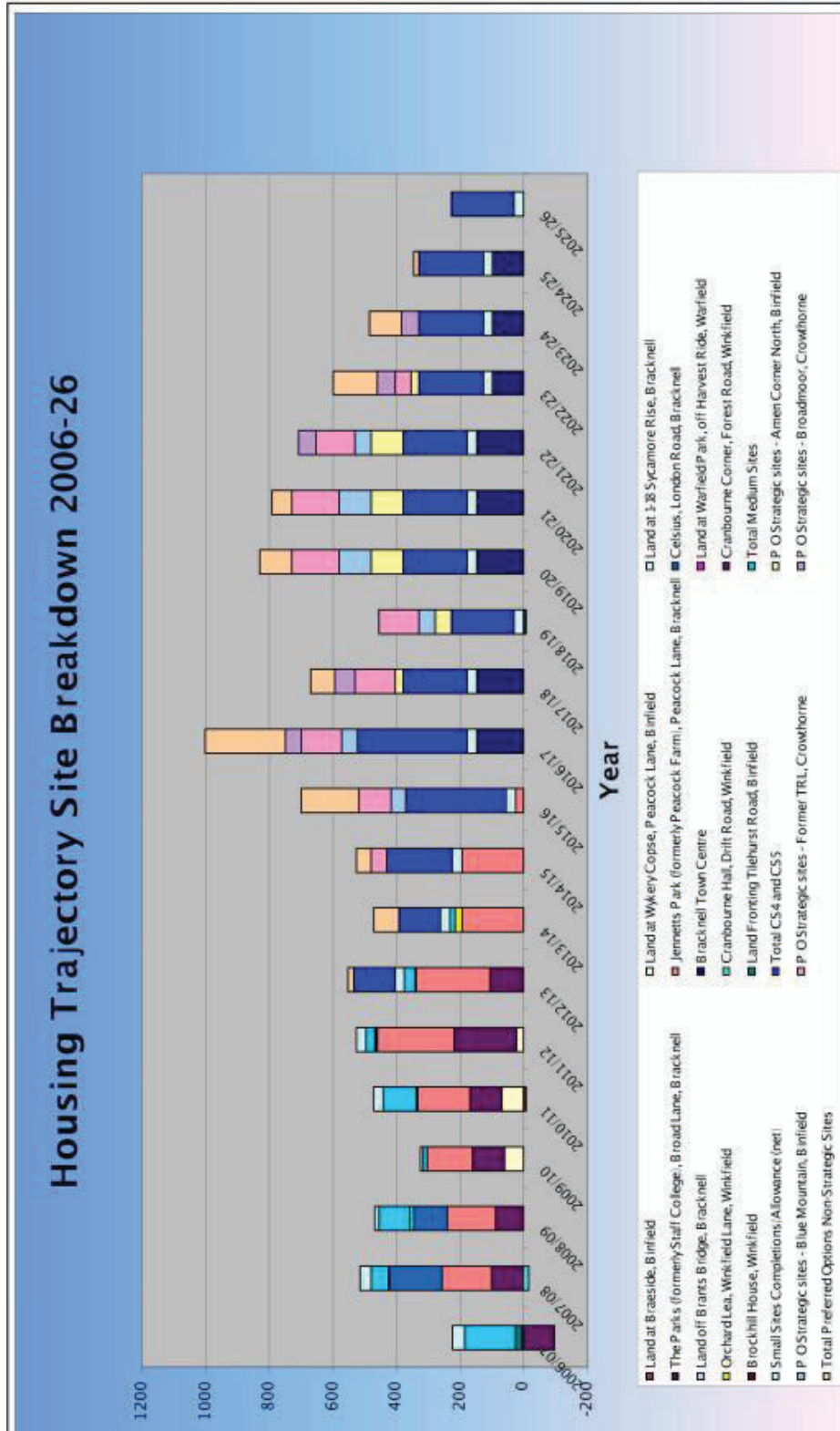


Figure 3 Land supply Data 2006 - 2026 (1)

Land Supply 2006/26 based on requirement of 10,780 new Homes

Site	Actual Net Completions										Projected Net Completions										Total Net
	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	
Large Sites																					
Land at Braeside, Binfield	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Land at Wykery Copse, Peacock Lane, Binfield	0	0	0	57	70	22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Land at 1-18 Sycamore Rise, Bracknell	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
The Parks (formerly Staff College), Broad Lane, Bracknell	-94	104	88	101	100	200	106	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jennetts Park (formerly Peacock Farm), Peacock Lane, Bracknell	0	153	154	145	166	238	231	194	194	25	0	0	0	0	0	0	0	0	0	0	0
Celsius, London Road, Bracknell	0	164	104	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Land off Brants Bridge, Bracknell	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bracknell Town Centre	0	0	0	0	0	0	0	0	0	0	150	-7	150	150	150	100	100	100	0	0	0
Land at Warfield Park, off Harvest Ride, Warfield	6	5	0	0	4	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Orchard Lea, Winkfield Lane, Winkfield	0	0	0	0	0	0	0	23	0	0	0	0	0	0	0	0	0	0	0	0	0
Cranbourne Hall, Drift Road, Winkfield	0	-13	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cranbourne Corner, Forest Road, Winkfield	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Brockhill House, Winkfield Road, Binfield	0	0	0	0	-6	3	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Land Fronting Tilehurst Road, Binfield	21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Large Sites	-67	413	359	305	334	469	341	217	194	25	150	150	-7	150	150	100	100	100	0	0	3633

Figure 4 Land supply Data 2006 - 2026 (2)

Site	Actual Net Completions										Projected Net Completions															
	2006 07	2007 08	2008 09	2009 10	2010 11	2011 12	2012 13	2013 14	2014 15	2015 16	2016 17	2017 18	2018 19	2019 20	2020 21	2021 22	2022 23	2023 24	2024 25	2025 26	Total Net					
Medium Sites																										
Auto Cross, London Road, Binfield	0	0	0	0	21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
Byways, Crowthorne Road, Bracknell	0	-1	0	0	0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
The Hollies, Milestone, Burnside, London Road, Bracknell	0	0	-4	0	0	6	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
Half Acre and Netherby, Rectory Lane, Bracknell	0	0	-2	0	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
Land at Brackenhale School, Rectory Lane, Bracknell	0	0	0	0	40	23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
Land at Popple Trees, Glenhills, Crowthorne Road, Bracknell	0	0	0	-3	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
78-84 Waterloo Road, Crowthorne	0	-4	6	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
Land at 127a, 129 and 131 Fernbank Road, Winkfield	0	0	0	0	0	-3	0	17	0	0	0	0	0	0	0	0	0	0	0	0	0					
Ossington, Casares & St Chad, Pollardrow Avenue, Bracknell	0	-3	27	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
Strata, (formerly FSS House), Mount Lane, Bracknell	0	0	68	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
Broom Lodge, London Road, Bracknell	6	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					

Figure 5 Land supply Data 2006 - 2026 (3)

Site	Actual Net Completions										Projected Net Completions																Total Net	
	2006 07	2007 08	2008 09	2009 10	2010 11	2011 12	2012 13	2013 14	2014 15	2015 16	2016 17	2017 18	2018 19	2019 20	2020 21	2021 22	2022 23	2023 24	2024 25	2025 26								
Hawthorne Cottage and Wickfield, Warfield Road, Bracknell	12	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aston Grange, Ralphs Ride, Bracknell	0	26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alpha House/land at Cardoss, 79 High Street, Crowthorne	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Haven, The Nest, Hillside, London Road, Binfield	31	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4 - 6 Roebeck Estate, Binfield	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Land r/o Horse Groom PH, Bagshot Road, Bracknell	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Marrigolds and Cherry Trees, Mount Pleasant, Bracknell	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Former garage block site off Freeborn Way, Bracknell	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
75-77-81 College Road, Sandhurst	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Land at the Limes, Forest Road, Warfield	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Abbey Place, Forest Road, Warfield	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alderley, Engleby, London Road, Winkfield	24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reeds Hill Farm, Bracknell	0	0	0	0	0	3	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Medium Sites	159	53	95	12	103	29	33	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	501

Figure 6 Land supply Data 2006 - 2026 (4)

Site	Actual Net Completions										Projected Net Completions										Total Net
	2006 07	2007 08	2008 09	2009 10	2010 11	2011 12	2012 13	2013 14	2014 15	2015 16	2016 17	2017 18	2018 19	2019 20	2020 21	2021 22	2022 23	2023 24	2024 25	2025 26	
Small Sites																					
Completions/Allowance (net)	39	35	13	8	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	575
Core Strategy Policies CS4 and CS5																					
Warfield								50	150	200	200	200	200	200	200	200	200	200	200	200	
Amen Corner, Binfield						130	130	155	165	145											
Total CS4 and CS5	0	0	0	0	0	130	130	205	315	345	200	200	200	200	200	200	200	200	200	200	2925
Preferred Option sites																					
Strategic sites																					
P O Strategic sites - Amen Corner North, Binfield												25	50	100	100	100	25				
P O Strategic sites - Blue Mountain, Binfield													50	100	100	50					
P O Strategic sites - Former TRL, Crowthorne								50	100	125	125	125	150	150	125	50					
P O Strategic sites - Broadmoor, Crowthorne																54	55	54			
Edge of settlement																					
Palm Hills, Dolyhir & Fern Bungalow, London Rd, Winkfield												30									
Land E of Murrell Hill Lane, S of Foxley Lane & N of September Cottage, Binfield									25	42											
Land at junc of Forest Road & Foxley Lane, Binfield								5	15	11											
White Cairns. Dukes Ride, Crowthorne										16											

Figure 7 Land supply Data 2006 - 2026 (5)

Site	Actual Net Completions										Projected Net Completions										Total Net
	2006 07	2007 08	2008 09	2009 10	2010 11	2011 12	2012 13	2013 14	2014 15	2015 16	2016 17	2017 18	2018 19	2019 20	2020 21	2021 22	2022 23	2023 24	2024 25	2025 26	
Sites within settlements																					
Adastron House, Crowthorne Road, Bracknell									18												
Farley Hall, London Road Binfield										35											
Garth Hill School, Sandy Lane, Bracknell									50	50											
Land at Battle Bridge House, Warfield House, and garage, Forest Road, Warfield								14													
Peacock Bungalow, Peacock Lane, Binfield Commercial Centre							28														
Bracknell Lane West, Bracknell													60	17							
Albert Rd Car Park, Bracknell																40					
The Iron Duke, Waterloo Place, Old Bakehouse Court, High Street, Crowthorne								20													
Bay Drive, Bullbrook, Bracknell							40														
The Football Ground, Larges Lane, Bracknell 24-30 Sandhurst Road, Crowthorne										10			40	45							
Land at School Hill, Crowthorne						20															

Figure 8 Land supply Data 2006 - 2026 (6)

Site	Actual Net Completions										Projected Net Completions										Total Net
	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	
Land at Cricket Field Grove, Crowthorne Sandbanks, Longhill Road, Winkfield																					
Land N of Cain Road, Binfield												45									
Land at 152 New Road, Winkfield							12														
Land N of Eastern Rd, Bracknell																100	100				
Total Preferred Options Sites	0	0	0	0	0	20	80	100	329	478	290	225	450	412	329	270	154	16	0	3153	
GRAND TOTAL - Completions, Large and Medium Site Projections, Small Sites Allowance, Policy CS4 and CS5 Sites & Preferred Options Surplus/Shortfall for Plan period	131	501	467	325	528	554	474	529	699	1003	670	448	830	792	709	600	484	346	230	10787	
	-408	-38	-72	-214	-11	15	-65	-10	160	464	131	-91	291	253	170	61	-55	-193	-309	7	

Appendix 3: New Appendix - Housing Trajectory

Figure 9 Housing Trajectory 2006-2026

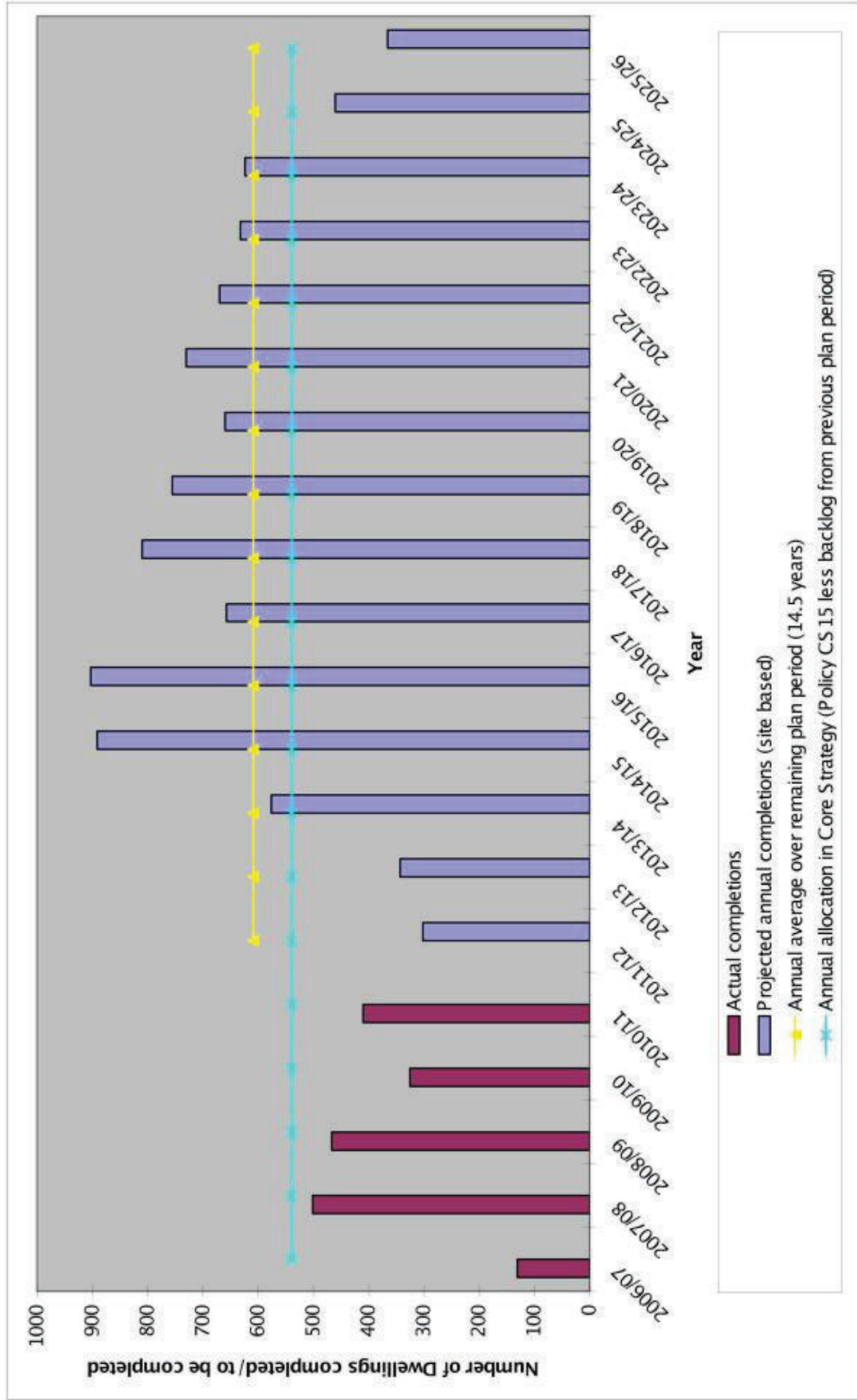


Figure 10 Housing Trajectory Site Breakdown 2006-2026

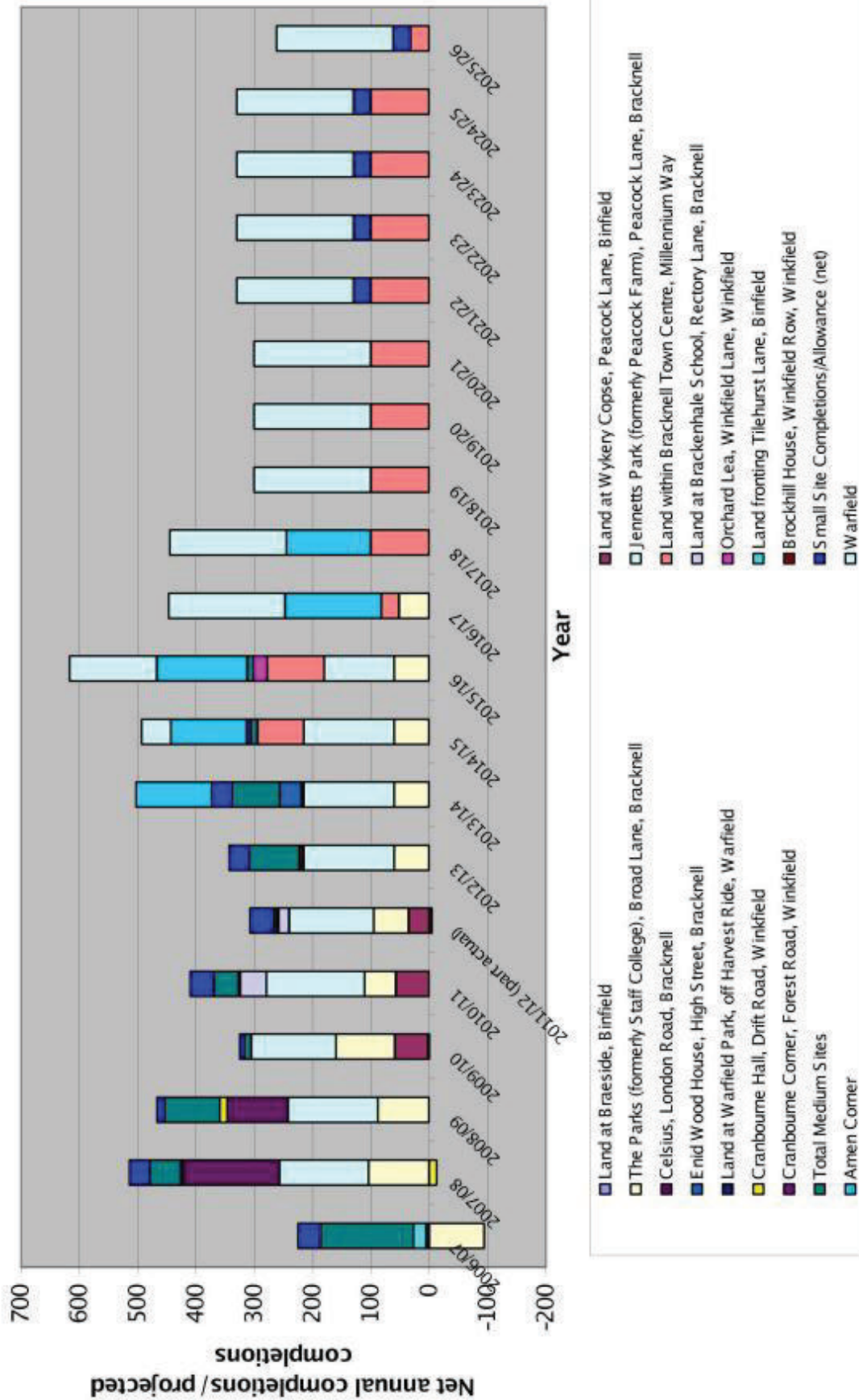


Figure 11 Land Supply Data 2006-2026 (1)

Site	Actual Net Completions										Projected Net Completions										Total Net			
	2006/ 07	2007/ 08	2008/ 09	2009/ 10	2010/ 11	2011/ 12	2011/ 12 (Mar 12)	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17 (Sep 16)	2016/ 17 (Mar 17)	2017/ 18	2018/ 19	2019/ 20	2020/ 21	2021/ 22	2022/ 23	2023/ 24		2024/ 25	2025/ 26	
Large Sites																								
Land at Braeside, Binfield	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Land at Wykery Copse, Peacock Lane, Binfield	0	0	0	57	29	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	149
The Parks (formerly Staff College), Broad Lane, Bracknell	-94	104	88	101	54	10	50	60	60	60	26	26	0	0	0	0	0	0	0	0	0	0	0	605
Jennetts Park (formerly Peacock Farm), Peacock Lane, Bracknell	0	153	154	145	168	46	99	155	155	120	0	0	0	0	0	0	0	0	0	0	0	0	0	1350
Geisius, London Road, Bracknell	0	164	104	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	268
Bracknell Town Centre	0	0	0	0	0	0	0	0	4	79	98	15	100	100	100	100	100	100	100	100	100	100	100	1043
Enid Wood House, High Street, Bracknell	0	0	0	0	0	0	0	0	37	0	0	0	0	0	0	0	0	0	0	0	0	0	0	37
Land at Brackenhale School, Rectory Lane, Bracknell	0	0	0	0	45	18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	63
Land at Warfield Park, off Harvest Ride, Warfield	6	5	0	0	3	1	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20
Orchard Lea, Winkfield Lane, Winkfield	0	0	0	0	0	0	0	0	0	0	23	0	0	0	0	0	0	0	0	0	0	0	0	23
Cranbourne Hall, Drift Road, Winkfield	0	-13	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Land Fronting Tilehurst Road, Binfield	21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21
Cranbourne Corner, Forest Road, Winkfield	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Brockhill House, Winkfield	0	0	0	0	0	0	-5	5	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Total Large Sites	-67	413	359	305	327	104	153	223	256	295	301	41	100	100	100	100	100	100	100	100	100	32	3583	

Figure 12 Land Supply Data 2006-2026 (2)

Site	Actual Net Completions					Projected Net Completions												Total Net						
	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2011/12 (Sept 11)	2012/13	2013/14	2014/15	2015/16	2016/17 (Sept 16)	2016/17 (Mar 17)	2017/18	2018/19	2019/20	2020/21		2021/22	2022/23	2023/24	2024/25	2025/26	
Medium Sites																								
Land at Bay Drive, Bracknell	0	0	0	0	0	-3	0	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	37
Auto Cross, London Road, Binfield	0	0	0	0	0	0	0	21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21
Byways, Crowthorne Road, Bracknell	0	-1	0	0	0	0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12
The Hollies, Milestone, Burnside, London Road, Bracknell	0	0	-4	0	0	0	0	4	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14
Half Acre and Netherby, Rectory Lane, Bracknell	0	0	-2	0	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15
Land at Popple Trees, Glenhills, Crowthorne Road, Bracknell	0	0	0	-3	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22
78-84 Waterloo Road, Crowthorne	0	-4	6	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17
Ossington, Casares & St Chad, Pollardrow Avenue, Bracknell	0	-3	27	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24
Strata, (formerly FSS House), Mount Lane, Bracknell	0	0	68	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	68
Broom Lodge, London Road, Bracknell	6	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13
Hawthorne Cottage and Wickfield, Warfield Road, Bracknell	12	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26
Aston Grange, Ralphs Ride, Bracknell	0	26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26
Alpha House/land at Cardoss, 79 High Street, Crowthorne	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14

Figure 13 Land Supply Data 2006-2026 (3)

Site	Actual Net Completions						Projected Net Completions												Total Net					
	2006/ 07	2007/ 08	2008/ 09	2009/ 10	2010/ 11	2011/ 12	2011/ 12 (Mar- 12)	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17 (Sept- 17)	2016/ 17 (Mar- 17)	2017/ 18	2018/ 19	2019/ 20	2020/ 21	2021/ 22		2022/ 23	2023/ 24	2024/ 25	2025/ 26	
Haven, The Nest, Hillside, London Road, Binfield	31	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31
4 - 6 Roebuck Estate, Binfield	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
Land 7/0 Horse Groom PH, Bagshot Road, Bracknell	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
Mangolds and Cherry Trees, Mount Pleasant, Bracknell	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19
Former garage block site off Freeborn Way, Bracknell	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9
75-77-81 College Road, Sandhurst	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
Land at the Limes, Forest Road, Warfield	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15
Abbey Place, Forest Road, Warfield	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7
Alderley, Engleby, London Road, Winkfield	24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24
Reeds Hill Farm, Bracknell	0	0	0	0	0	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11
HFC Bank, North Street, Winkfield	0	0	0	0	0	0	0	0	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	22
The Old Manor Car Park, The Ring, Bracknell	0	0	0	0	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14
Peacock Bungalow, Peacock Lane, Binfield	0	0	0	0	0	0	15	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	32
Land at 127A - 131 Fernbank Road, Winkfield	0	0	0	0	0	-3	0	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14
Guilgate House, 176-184 High Street, Crowthorne	0	0	0	0	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12
Total Medium Sites	159	53	95	12	42	-3	85	82	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	555

Figure 14 Land Supply Data 2006-2026 (4)

Site	Actual Net Completions							Projected Net Completions																		
	2006/ 07	2007/ 08	2008/ 09	2009/ 10	2010/ 11	2011/ 12	2011/ 12 (Sept 11)	2011/ 12 (Mar 12)	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2015/ 16 (Sept 17)	2016/ 17	2016/ 17 (Mar 18)	2017/ 18	2018/ 19	2019/ 20	2020/ 21	2021/ 22	2022/ 23	2023/ 24	2024/ 25	2025/ 26	Total Net	
Small Sites Completions/Allowance (net)	39	35	13	8	41	18	22	35	35	7	0	0	0	0	0	0	0	0	0	30	30	30	30	30	30	403
Core Strategy Policies CS4 and CS5																										
Amen Corner, Binfield	0	0	0	0	0	0	0	0	0	50	100	50	50	100	100	100	100	100	100	75	0	0	0	0	0	725
Warfield	0	0	0	0	0	0	0	0	0	50	150	100	100	200	200	200	200	200	200	200	200	200	200	200	200	2200
Total CS4 and CS5	0	0	0	0	0	0	0	0	0	100	250	150	150	300	300	300	300	300	300	275	200	200	200	200	200	2925
Site Allocations/ Draft Submission Sites																										
PDL within settlements (SA1)																										
Adastron House, Crowthorne Road, Bracknell	0	0	0	0	0	0	0	0	0	18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18
Garth Hill School, Sandy Lane, Bracknell	0	0	0	0	0	0	0	0	50	0	0	0	0	0	0	50	0	0	0	0	0	0	0	0	0	100
House, Warfield House, and garage, Forest Road, Warfield	0	0	0	0	0	0	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10
Farley Hall, London Road Binfield	0	0	0	0	0	0	0	0	0	65	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	65
Commercial Centre Bracknell Lane West, Bracknell	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	60	55	0	0	0	0	0	115
Albert Rd Car Park, Bracknell	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	0	0	0	40
The Iron Duke, Waterloo Place, Old Bakehouse Court, High Street, Crowthorne	0	0	0	0	0	0	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
Land N of Eastern Rd, Bracknell	0	0	0	0	0	0	0	0	0	50	50	25	25	25	50	0	0	0	0	50	50	25	0	0	0	325

Figure 15 Land Supply Data 2006-2026 (5)

Site	Actual Net Completions					Projected Net Completions												Total 2025 Net						
	2006/ 07	2007/ 08	2008/ 09	2009/ 10	2010/ 11	2011/ 12	2011/ 12 (Sept 11)	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17 (Sept 16)	2016/ 17 (Mar 17)	2017/ 18	2018/ 19	2019/ 20	2020/ 21		2021/ 22	2022/ 23	2023/ 24	2024/ 25	2025/ 26	
Old Bracknell Lane West, Bracknell	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	50	50	50	53	203
Chiltern House and the Redwood Building, Broad Lane, Bracknell	0	0	0	0	0	0	0	0	30	41	0	0	0	0	0	0	0	0	0	0	0	0	0	71
Land at School Hill, Crowthorne	0	0	0	0	0	0	0	0	6	14	0	0	0	0	0	0	0	0	0	0	0	0	0	20
Other land within settlements (SAZ)																								
The Football Ground, Larges Lane, Bracknell	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	52	0	0	0	0	102
Land at Cricket Field Grove, Crowthorne	0	0	0	0	0	0	0	0	0	0	0	0	100	45	0	0	0	0	0	0	0	0	0	145
Land N of Cain Road, Binfield	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30	45	0	0	0	75
Land at 152 New Road, Winkfield	0	0	0	0	0	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12
Popeswood Garage, Hillcrest and Sundial Cottage, London Road, Binfield	0	0	0	0	0	0	0	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14
Land N of Peacock Lane, Binfield	0	0	0	0	0	0	0	60	87	0	0	0	0	0	0	0	0	0	0	0	0	0	0	147
Edge of settlement sites (SA3)																								0
White Cairns, Dukes Ride, Crowthorne	0	0	0	0	0	0	0	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	16
Land E of Murrell Hill Lane, S of Foxley Lane & N of September Cottage, Binfield	0	0	0	0	0	0	0	30	37	0	0	0	0	0	0	0	0	0	0	0	0	0	0	67
Land at junct of Forest Road & Foxley Lane, Binfield	0	0	0	0	0	0	0	11	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26
Sandbanks, Longhill Road, and Dolyhir, Fern Bungalow and Palm Hills Estate, London Rd, Winkfield	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20	29	0	0	0	49
Bog Lane, Winkfield	0	0	0	0	0	0	0	0	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	40

Figure 16 Land Supply Data 2006-2026 (6)

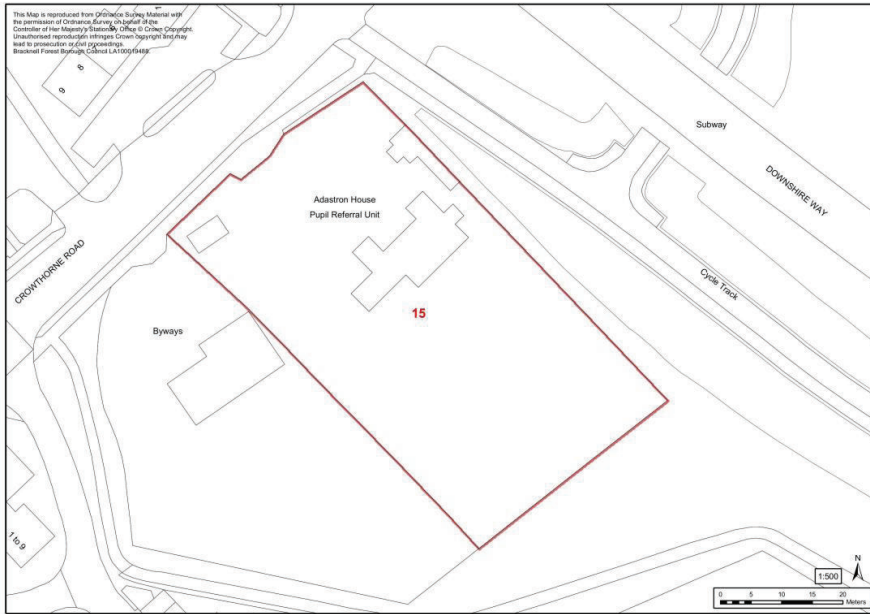
Site	Actual Net Completions							Projected Net Completions																
	2006/ 07	2007/ 08	2008/ 09	2009/ 10	2010/ 11	2011/ 12	2011/ 12 (Mar 12)	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17	2016/ 17 (Mar 17)	2017/ 18	2018/ 19	2019/ 20	2020/ 21	2021/ 22	2022/ 23	2023/ 24	2024/ 25	2025/ 26	Total Net	
Strategic Sites (SA4- SA7)																								
Broadmoor, Crowthorne (SA4)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	10	50	55	55	50	270	
Former TRL, Crowthorne (SA5)	0	0	0	0	0	0	0	0	100	150	75	75	160	160	160	120	0	0	0	0	0	0	1000	
Amen Corner North, Binfield (SA6)	0	0	0	0	0	0	0	0	0	0	12	13	50	50	50	50	50	50	50	50	25	0	400	
Blue Mountain, Binfield (SA7)	0	0	0	0	0	0	0	0	50	50	25	25	50	50	50	50	50	50	0	0	0	0	400	
Total Draft Submission Sites	0	0	0	0	0	0	0	0	203	478	341	137	410	355	260	330	265	302	294	130	103	3153		
GRAND TOTAL - Completions, Large and Medium Site Projections, Small Sites Allowance, Policy CS4 and CS5 Sites & Draft Submission Sites	131	501	467	325	410	119	183	343	576	891	903	328	810	755	660	730	670	632	624	460	365	11212		
Surplus/Shortfall for Plan period	-408	-38	-72	-214	-129	-150	-87	-196	37	352	364	59	271	216	121	191	131	93	85	-79	-174	432		

Appendix 4: Profiles of sites proposed for housing on previously developed land within defined settlements

Adastron House

SHLAA Ref:	15
Capacity:	18 net (based on 65 dph, same as planning permission on adjacent site at Byways)
Site Area:	0.28ha
Developable Area:	0.28ha (no reduction due to site less than 1ha)
Requirements:	<ul style="list-style-type: none"> • Have regard to the location of the site within Bracknell Area FD of the Character Area Assessment Supplementary Planning Document; • Appropriate tree surveys and protection of trees subject to a Tree Preservation Order; • Appropriate ecological surveys and mitigation of any impacts, i.e. Bat Survey as proposal involves demolition; • Provision of affordable housing; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.

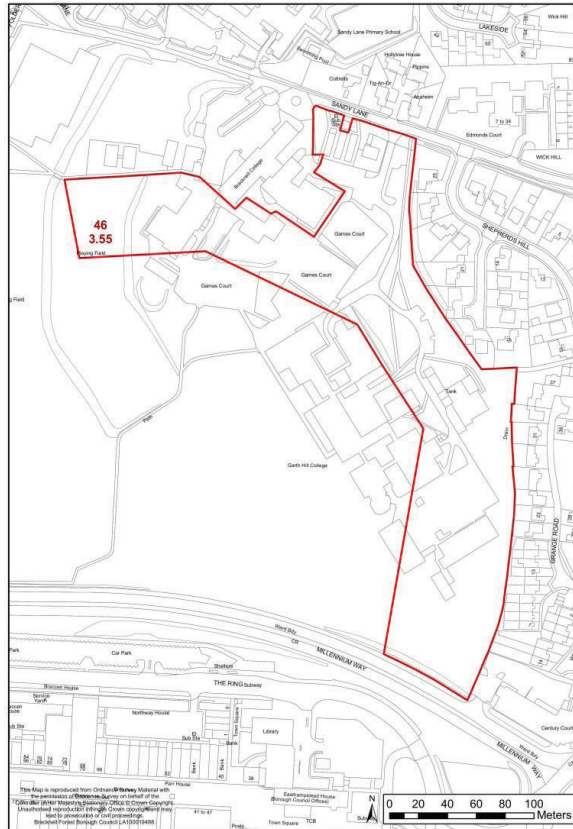
Map 13 Location Plan of Adastron House



Garth Hill School

SHLAA Ref:	46
Capacity:	100 (based on 45 dph)
Site Area:	3.55ha
Developable Area:	2.49ha (70% net developable area is achievable given the need to provide on-site open space)
Requirements:	<ul style="list-style-type: none"> • Appropriate tree surveys, have regard to trees (including those subject to a Tree Preservation Order), within and adjacent to the site; • Appropriate ecological surveys and mitigation of any impacts; • Investigation and remediation of any land contamination; • Provision of affordable housing; • Provision of on-site open space; • Transport Assessment to assess the impacts of the development upon the local road network including Sandy Lane and junctions of Sandy Lane/Warfield Road/Holly Spring Lane; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.

Map 14 Location Plan of Garth Hill School



Land at Battle Bridge House, and Garage, Forest Road, Warfield

SHLAA Ref:	95
Capacity:	10 net (based on 40dph) 12 net (based on 35dph)
Site Area:	0.29ha 0.44ha
Developable Area:	0.29ha 0.44ha (no reduction as site area less than 1ha)
Requirements:	<ul style="list-style-type: none"> • Have regard to the location of the site within Northern Villages Area A of the Character Area Assessment Supplementary Planning Document; • Investigation and remediation of any land contamination; • Appropriate ecological surveys and mitigation of any impacts, i.e. Bat survey as proposal involves demolition; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

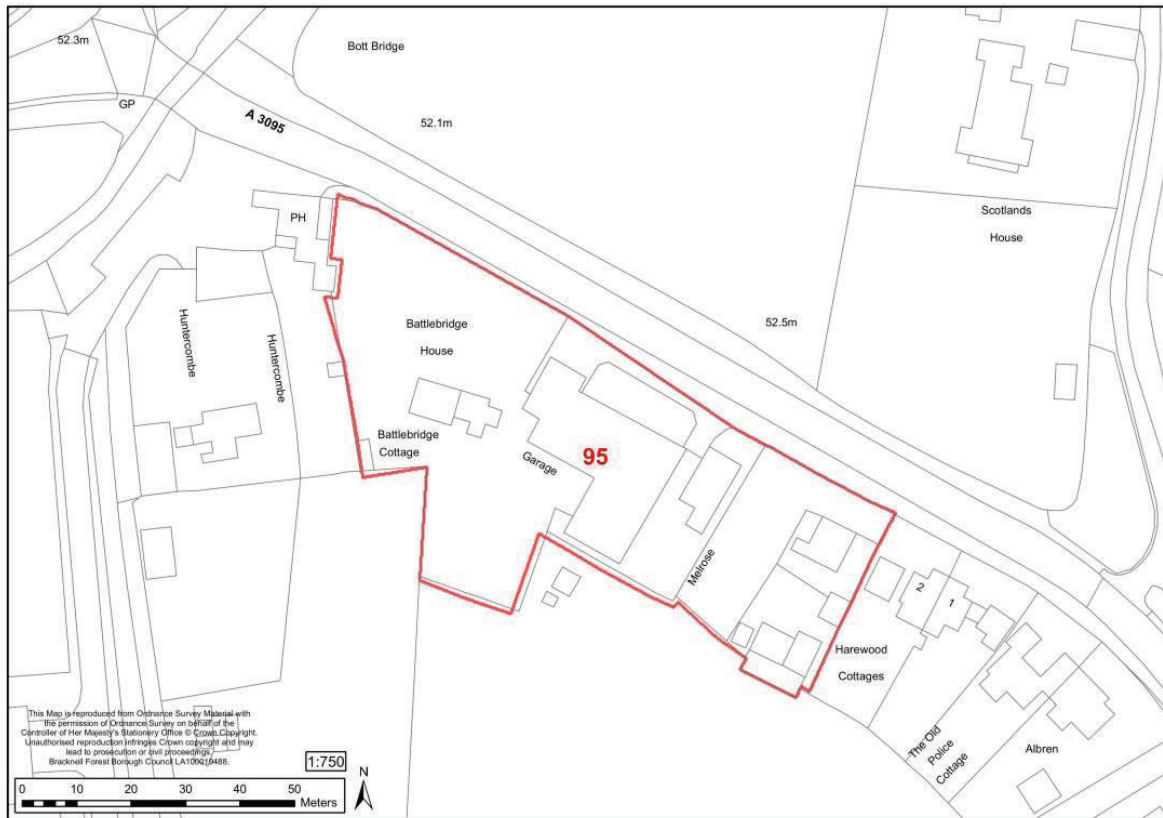
Amended Plan of Battlebridge House

Map 15 Amended Location Plan of Battlebridge House.



Superseded Plan of Battlebridge House:

Map 16 Superseded Location Plan of Battlebridge House.



This site now has approval, so no longer needs to be included in SADPD

Peacock Bungalow, Peacock Lane, Binfield

SHLAA Ref:	106
Capacity:	28 net (based on 40 dph)
Site Area:	0.7ha
Developable Area:	0.7ha (no reduction as site area is less than 1ha)
Requirements:	<ul style="list-style-type: none">• Investigation and remediation of any land contamination;• Provision of affordable housing;• Any necessary mitigation measures identified as a result of a noise survey (in relation to the proximity of the site to the A329);• Have regard to the setting of the adjacent Listed Building (Peacock Farm);• Have regard to biodiversity assets, and not result in harm to Wykery Copse SSSI;• Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA)

Map 17 Location Plan of Peacock Bungalow

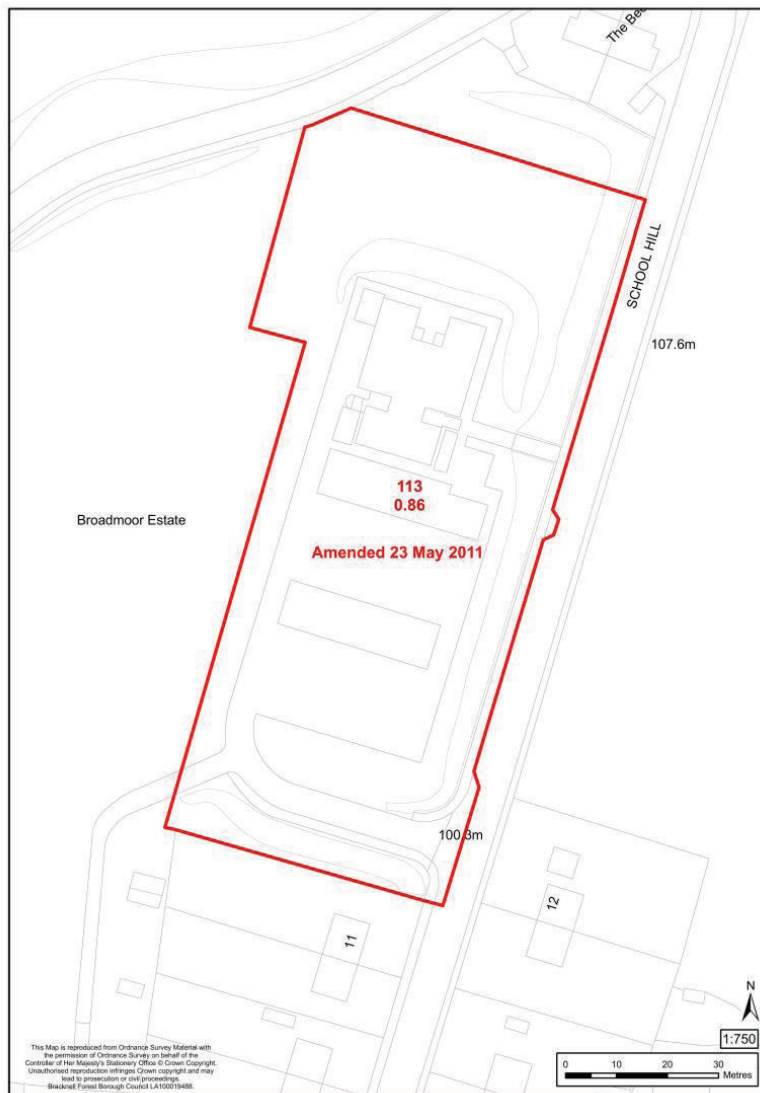


Land at School Hill, Crowthorne (note this was previously an SA2 site)

SHLAA Ref:	113
Capacity:	20 net (based on 26dph 29dph, number of units to reflect that site is within Historic Park and Garden)
Site Area:	0.86ha 1.2ha
Developable Area:	0.76ha 0.7ha (reduced as part of the site is within 400m of the Thames Basin Heaths SPA)
Requirements:	<ul style="list-style-type: none"> • No residential development within the 400m buffer to the SPA; • Have regard to the location of the site within Crowthorne Area D of the Character Area Assessment Supplementary Planning Document; • Provision of affordable housing; • Provision of on-site open space; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Respecting the setting of the Historic Park and Garden; • Appropriate ecological surveys and mitigation of any impacts; • Have regard to biodiversity assets, and not result in harm to Sandhurst to Owlsmoor Bogs & Heaths and Broadmoor to Bagshot Woods & Heaths SSSIs; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

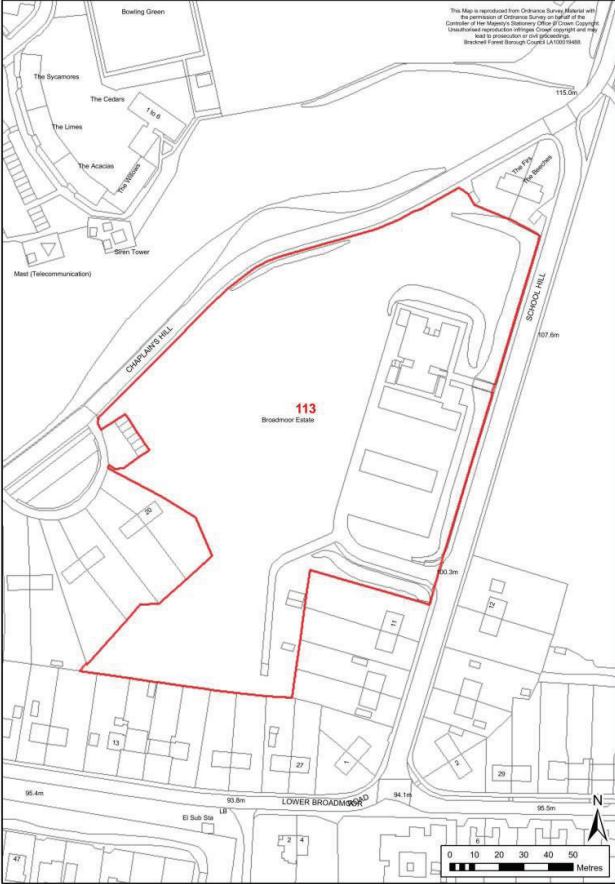
AMENDED LOCATION PLAN:

Map 18 Amended Location Plan of School Hill.



SUPERSEDED LOCATION PLAN:

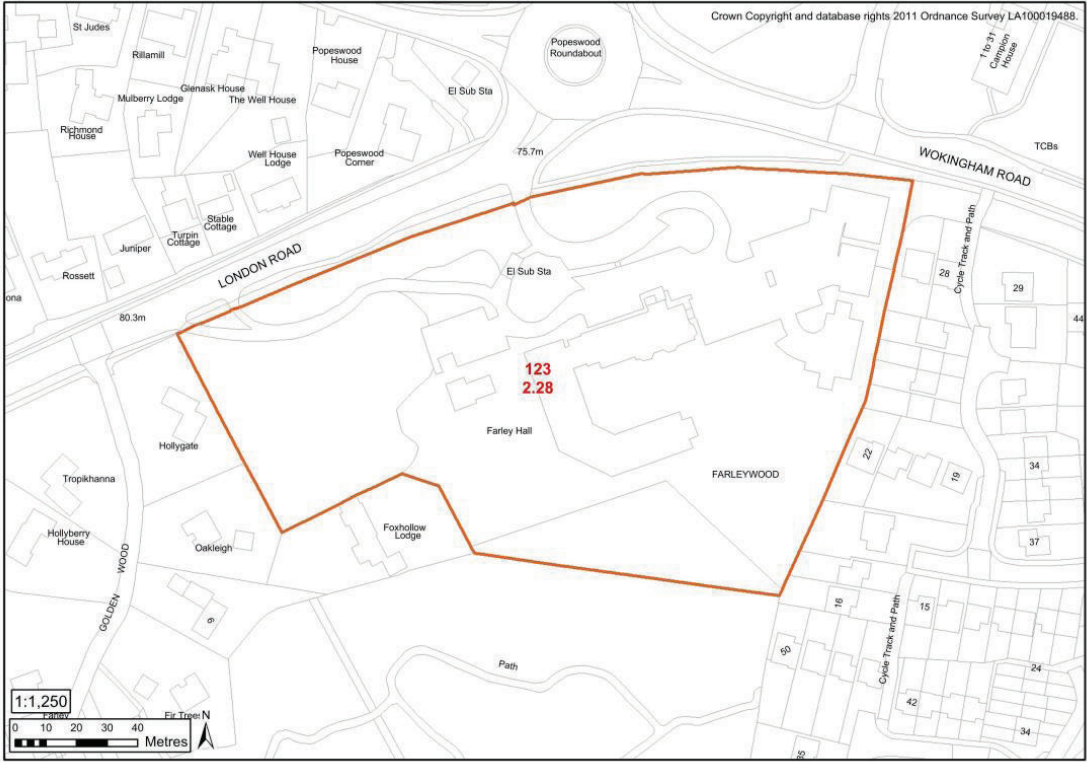
Map 19 Superseded Location Plan of School Hill



Farley Hall, London Road Binfield

SHLAA Ref:	123
Capacity:	65 net (based on 65dph) 35 net (based on 35 dph)
Site Area:	2.28ha 2.11ha
Developable Area:	1ha (Site area reduced to take account of protected trees and the need to provide some on-site open space)
Requirements:	<ul style="list-style-type: none"> • Appropriate tree surveys and protection of trees subject to a Tree Preservation Order and preservation of Ancient Woodland • Have regard to the location of the site opposite Binfield Area C of the Character Area Assessment Supplementary Planning Document; • Provision of affordable housing; • Provision of on-site open space; • Highways; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Appropriate ecological surveys and mitigation of any impacts; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.

Map 20 Location Plan of Farley Hall

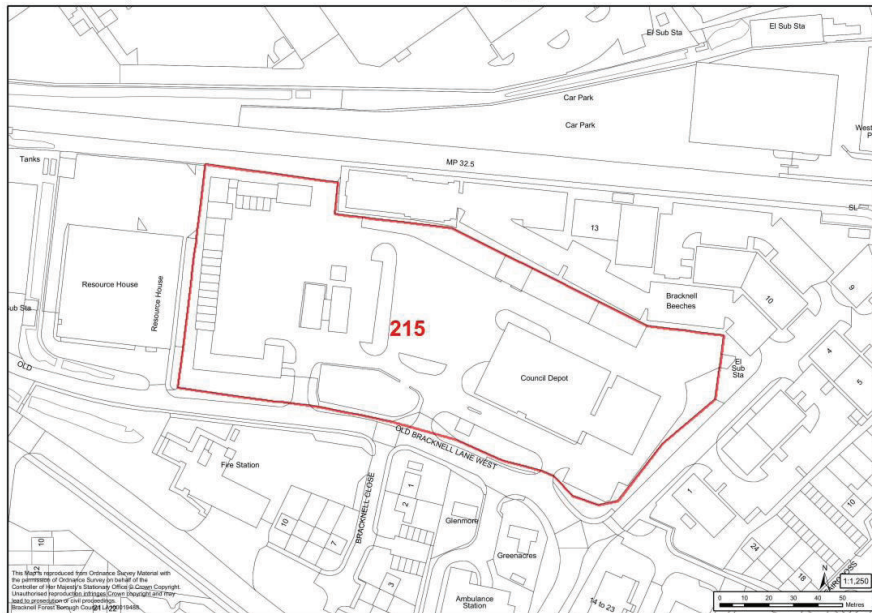


The Depot (Commercial Centre), Old Bracknell Lane West, Bracknell

SHLAA Ref:	215
Capacity:	115 net (based on 75dph) 77 net (based on 50 dph)
Site Area:	1.7ha
Developable Area:	1.53ha (as site area is between 1-2ha, provision of some on-site space is required, therefore a 90% net developable area is achievable)
Requirements:	<ul style="list-style-type: none"> • Appropriate tree surveys and protection of trees subject to a Tree Preservation Order; • Investigation and remediation of any land contamination; • Provision of affordable housing; • Provision of on-site open space; • Any necessary mitigation measures identified as a result of a noise survey (in relation to the proximity of the site to railway line and Downshire Way); • Transport Assessment to assess the impact of the development upon local road junctions and roundabouts; • Provide an alternative location for The Depot; • Appropriate ecological surveys and mitigation of any impacts; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Provide a bespoke SANG in perpetuity of at least 8ha per 1,000 new population, make financial contributions towards Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England. A bespoke SANG must be in place and available for use by the occupants of the new development before the first new dwelling is occupied; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

This proposal is linked to the proposal to remove the existing 'Defined Employment Area' notation from the Proposals Map (see Map 75 'Proposals Map extract to show changes to boundary of Old Bracknell Lane West Employment Area and allocation of The Depot for residential development (Policy SA1)').

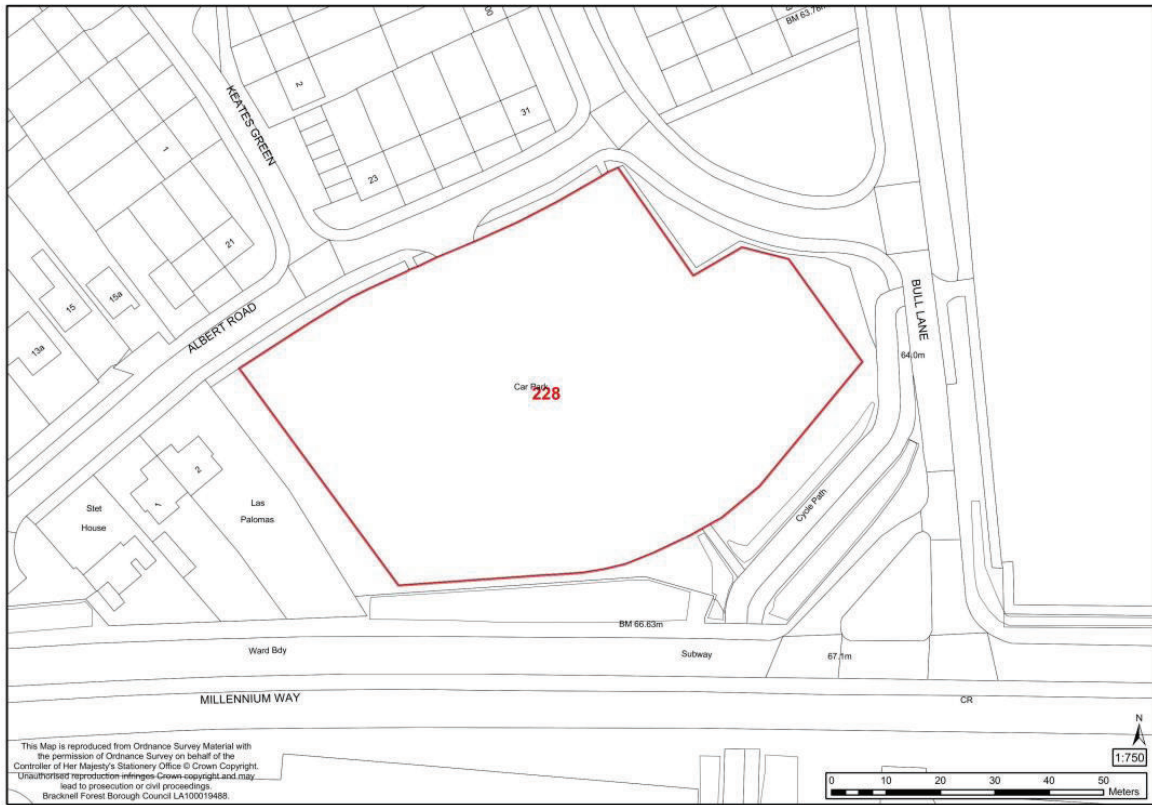
Map 21 Location Plan of The Depot (Commerical Centre)



Albert Road Car Park, Bracknell

SHLAA Ref:	228
Capacity:	40 net (based on 75dph)
Site Area:	0.53ha
Developable Area:	0.53ha (no reduction as site less than 1ha)
Requirements:	<ul style="list-style-type: none"> • Provision of affordable housing; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted form up to date details.

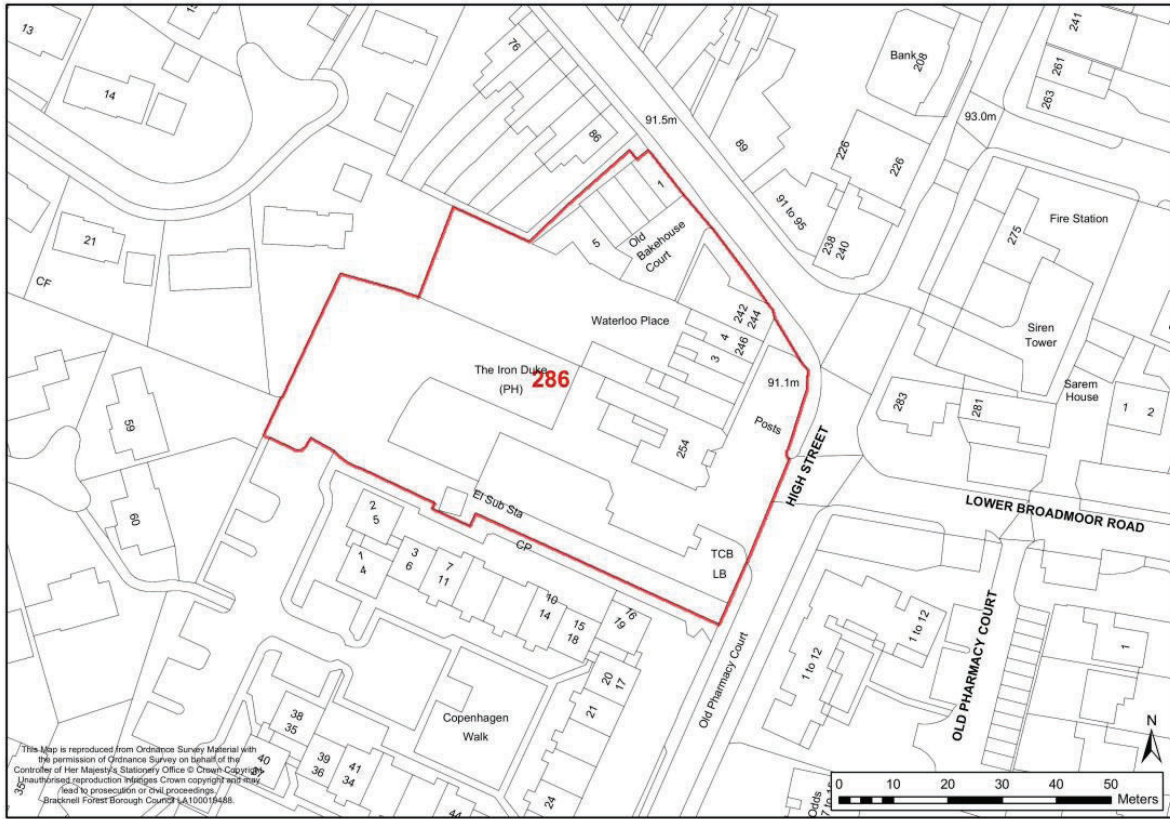
Map 22 Location Plan of Albert Road Car Park



The Iron Duke, Waterloo Place, Old Bakehouse Court, High Street, Crowthorne

SHLAA Ref:	286
Capacity:	16 net 20 net (based on 43 dph) . (Capacity reflects the fact that the site is within a Conservation Area and contains TPO)
Site Area:	0.46ha
Developable Area:	0.46ha (no reduction as site less than 1ha)
Requirements:	<ul style="list-style-type: none"> • Protection and enhancement of the character and setting of the Conservation Area; • Have regard to the location of the site within Crowthorne Area C of the Character Area Assessment Supplementary Planning Document; • Appropriate tree surveys and protection of trees subject to a Tree Preservation Order; • Appropriate ecological surveys and mitigation of any impacts; • Provision of affordable housing; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Provision/retention of retail floorspace along High Street frontage at ground floor level. • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.

Map 23 Location Plan of Iron Duke



Land north of Eastern Road and south of London Road, Bracknell

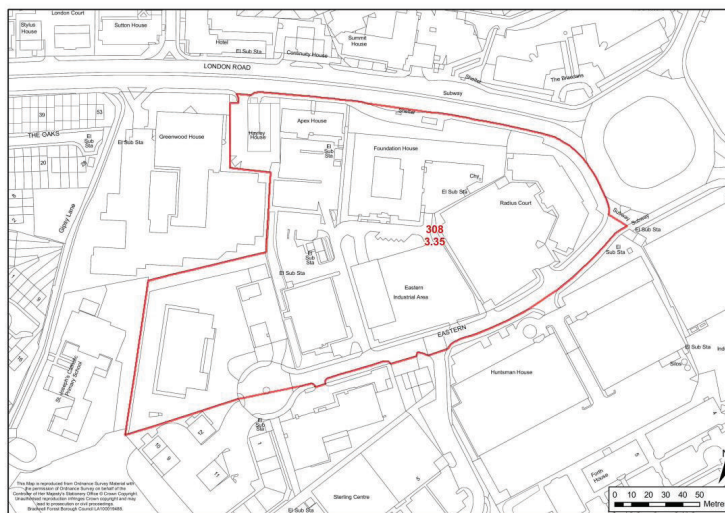
SHLAA Ref:	308
Capacity:	<p>325 net (based on 160dph)</p> <p>216 net (based on 120 dph) (Capacity reflects the fact that it is envisaged that residential would form part of a mixed use scheme including some replacement employment floorspace along the Eastern Road frontage)</p>
Site Area:	<p>2.9ha</p> <p>including 2ha for residential and 0.9ha for employment development</p>
Developable Area:	<p>2.03ha for residential (as site area is between 2-5ha, provision of some on-site space is required, therefore 70% developable area)</p> <p>1.8ha for residential (as site area is between 1-2ha, provision of some on-site space is required, therefore a 90% net developable area is achievable)</p>
Requirements:	<ul style="list-style-type: none"> • Investigation and remediation of any land contamination; • Provision of affordable housing; • Provision of on-site open space; • Any necessary mitigation measures identified as a result of a noise survey (in relation to the proximity of the site to London Road and employment uses); • Transport Assessment to assess the impact of the development upon local road junctions and roundabouts; • Upgrade existing pedestrian/cycle route between Eastern Road and London Road; • Appropriate ecological surveys and mitigation of any impacts; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Provide a bespoke SANG in perpetuity of at least 8ha per 1,000 new population, make financial contributions towards Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and

relevant guidance in agreement with Natural England. A bespoke SANG must be in place and available for use by the occupants of the new development before the first new dwelling is occupied;

- This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

This proposal is linked to the proposal to remove the existing 'Defined Employment Area' notation from the Proposals Map (see Map 73 'Proposals Map extract to show changes to boundary of Eastern Employment Area and allocation of land north of Eastern Road for mixed-use development (Policy SA1)').

Map 24 Location Plan of land north of Eastern Road



Land at Old Bracknell Lane West, Bracknell

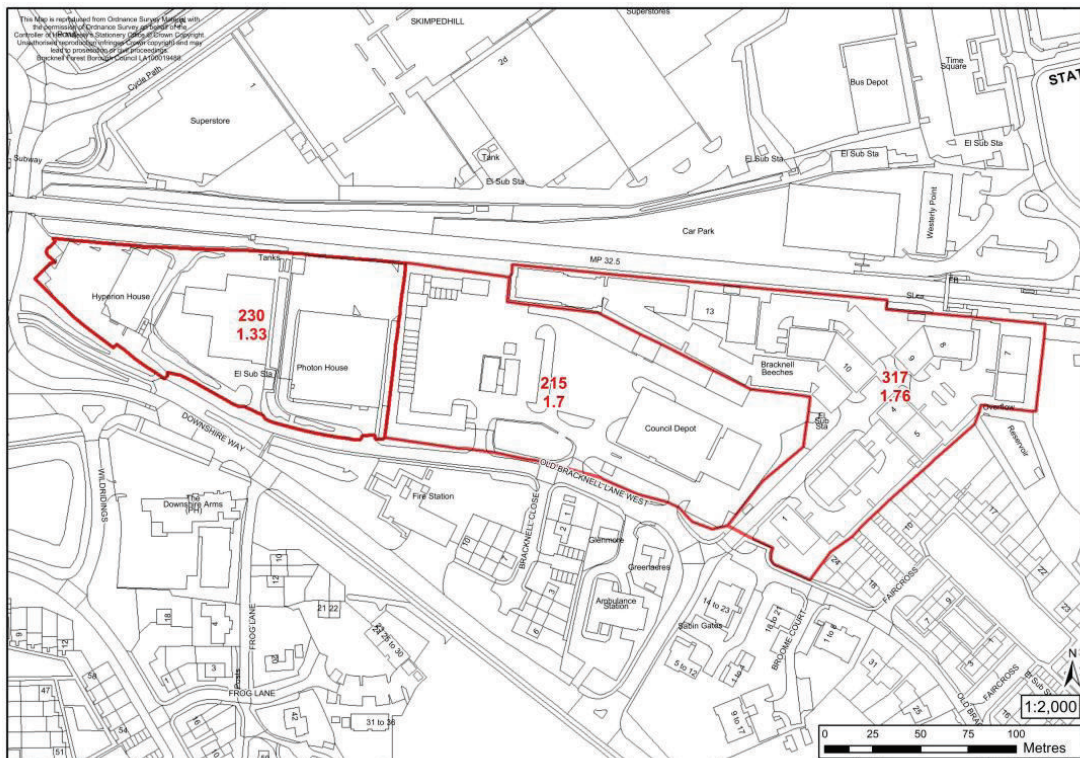
SHLAA Ref:	230 (Area 1) and 317 (Area 2) (Note SHLAA ref 230 formed part of the Preferred Option)
Capacity:	203 units (based on 75 dph) (Using the same density assumption and rationale as set out above for The Depot (SHLAA site 215) at 75ha this would yield 88 units for Area 1 and 115 units for Area 2).
Site Area:	The gross site area: total of 3ha (although The Depot site splits the area is half): <ul style="list-style-type: none"> • Area 1: land to west (Photon House etc) is 1.3ha • Area 2: land to east (Beeches) is 1.7ha
Developable Area:	As both sites are over 1ha, there is a requirement for some on-site open space: <ul style="list-style-type: none"> • Area 1: 1.17ha (as site area is between 1-2ha, 90% developable area as some on-site open space is required) • Area 2: 1.53ha (as site area is between 1-2ha, 90% developable area as some on-site open space is required)
Requirements:	<ul style="list-style-type: none"> • Investigation and remediation of any land contamination; • Provision of affordable housing; • Provision of on-site open space; • Any necessary mitigation measures identified as a result of a noise survey (in relation to the proximity of the site to railway line and Downshire Way); • Transport Assessment to assess the impact of the development upon local road network, junctions and roundabouts; • Appropriate ecological surveys and mitigation of any impacts; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD; • Provide a bespoke SANG in perpetuity of at least 8ha per 1,000 new population, make financial contributions towards Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and

relevant guidance in agreement with Natural England. A bespoke SANG must be in place and available for use by the occupants of the new development before the first new dwelling is occupied;

- This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

This proposal is linked to the proposal to remove the existing 'Defined Employment Area' notation from the Proposals Map.

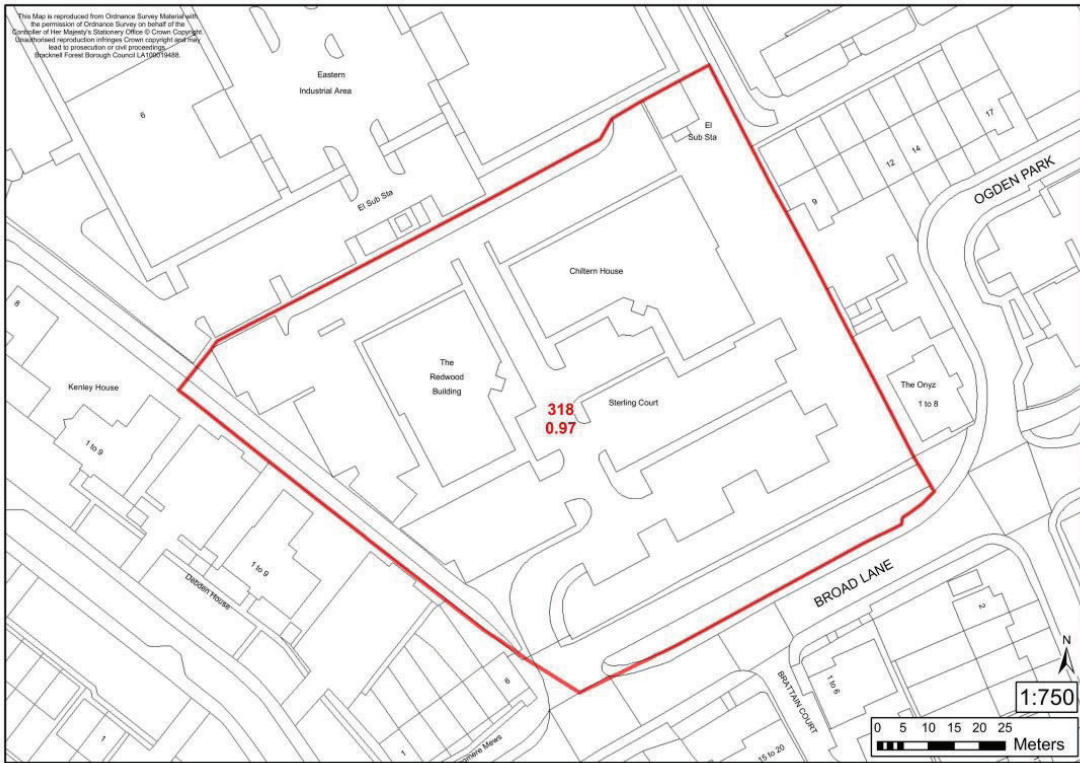
Map 25 Location Plan of sites in Old Bracknell Lane West.



Chiltern House and The Redwood Building, Broad Lane, Bracknell

SHLAA Ref:	318
Capacity:	71 units (based on 80dph)
Site Area:	Gross site area: 0.89ha
Developable Area:	0.89ha (as the site is less than 1ha, no reduction in site area to provide on-site open space is required).
Requirements:	<ul style="list-style-type: none"> • Investigation and remediation of any land contamination; • Provision of affordable housing; • Transport Assessment to assess the impact of the development upon the local road network, junctions and roundabouts; • Appropriate ecological surveys and mitigation of any impacts; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure • Mitigation of impacts in accordance with Limiting the Impact of Development SPD; • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details. <p>This proposal is linked to the proposal to remove the existing 'Defined Employment Area' notation from the Proposals Map.</p>

Map 26 Location Plan of Chiltern House and the Redwood Building, Broad Lane.



Appendix 5: Profiles of sites proposed for housing on other land within defined settlements

This site now has approval, so no longer needs to be included in SADPD

Bay Drive, Bracknell

SHLAA Ref:	17
Capacity:	40 net (based on 109dph)
Site Area:	0.44ha
Developable Area:	0.35ha (site area reduced to exclude Flood Zones 2 & 3)
Requirements:	<ul style="list-style-type: none"> • No residential development being located within Flood Zone 2 or 3, and any implementation of necessary mitigation measures identified as a result of a Flood Risk Assessment; • Investigation and remediation of any land contamination; • Regard to the setting of adjacent Listed Building (27 Bay Road); • Any necessary mitigation measures identified as a result on a noise survey (in relation of proximity of site to London Road); • Provision of affordable housing; • Replacement amenity space in compensation of loss of open space on site; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA)

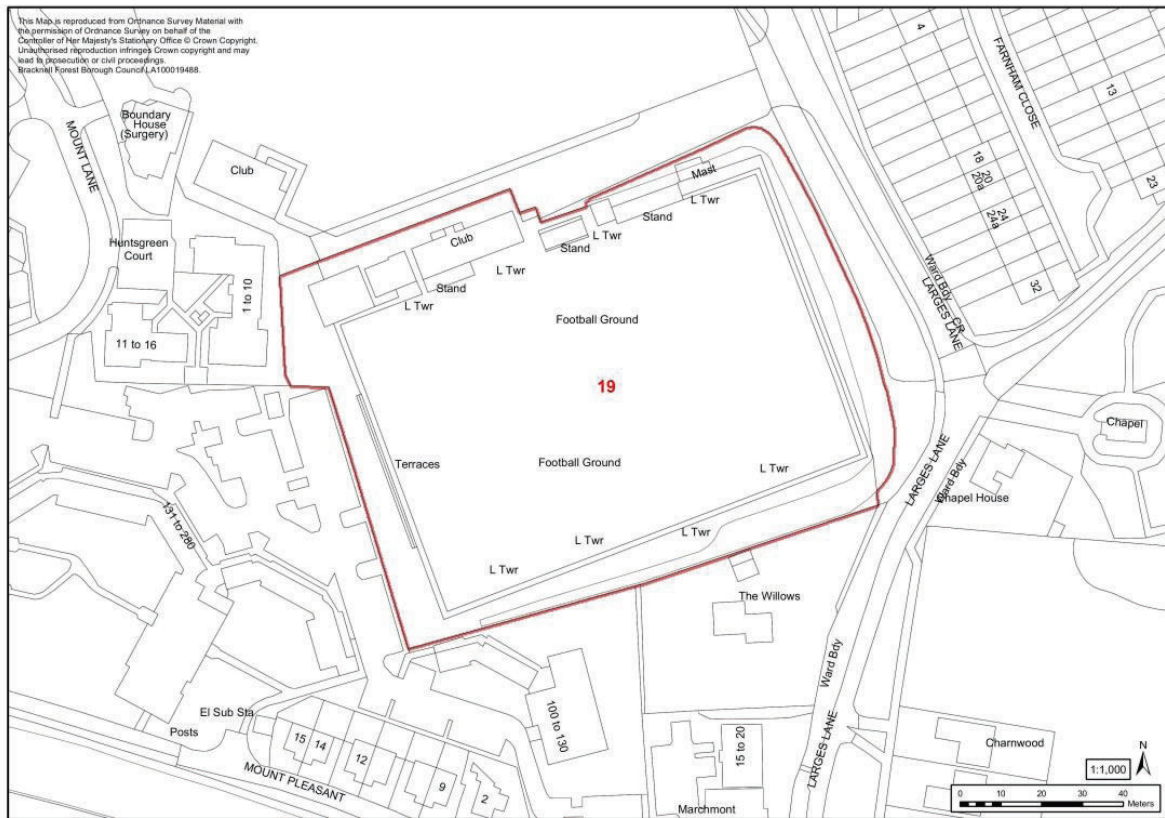
Map 27 Location Plan of Bay Drive



The Football Ground, Larges Lane, Bracknell

SHLAA Ref:	19
Capacity:	102 net (based on 90dph) 85 net (based on 75dph)
Site Area:	1.26ha
Developable Area:	1.13ha (as site area is between 1-2ha, provision of some on-site space is required, therefore a 90% net developable area is achievable)
Requirements:	<ul style="list-style-type: none"> • Have regard to the location of the site within Bracknell Area A of the Character Area Assessment Supplementary Planning Document; • Provision of affordable housing; • Provision of on-site open space; • Transport Assessment to assess the impact of the development upon the local road network, including Met Office roundabout and Larges Lane junction; • Alternative location for Football Ground; • Appropriate ecological surveys and mitigation of any impacts; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

Map 28 Location Plan of Football Ground



THIS IS NOW A SMALL SITE (LESS THAN 10 UNITS NET, THEREFORE NO LONGER NEEDS TO BE INCLUDED IN SADPD)

24-30 Sandhurst Road, Crowthorne

SHLAA Ref:	68
Capacity:	10 net (based on 37 dph)
Site Area:	0.38ha
Developable Area:	0.38ha (no reduction as site less than 1ha)
Requirements:	<ul style="list-style-type: none"> • Have regard to the location of the site within Crowthorne Area D of the Character Area Assessment Supplementary Planning Document; • Appropriate tree survey and protection of trees subject to a Tree Preservation Order; • Have regard to biodiversity assets, and not result in harm to Sandhurst to Owlsmoor Bogs & Heaths SSSI; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA)

Map 29 Location Plan of 24-30 Sandhurst Road

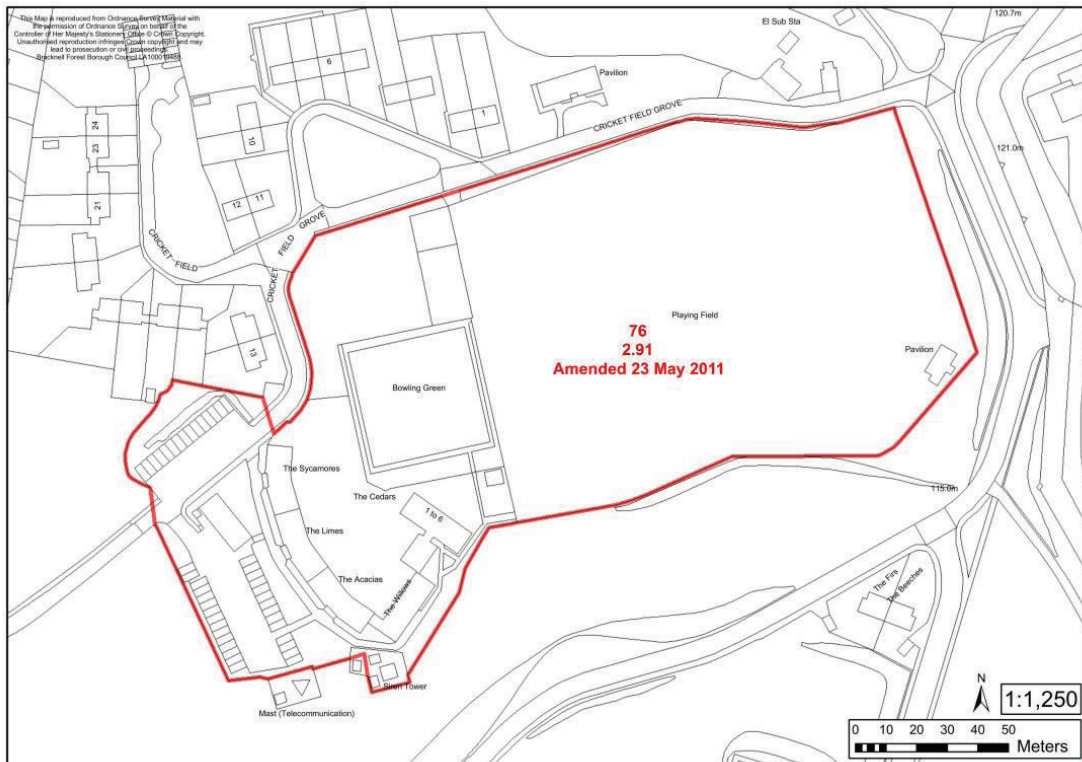


Land at Cricket Field Grove, Crowthorne

SHLAA Ref:	76
Capacity:	45 market houses and 100 self-contained units (for staff) 100 net self contained units
Site Area:	2.91ha 1.2ha
Developable Area:	2.3ha (reduced as part of the site is within 400m of the Thames Basin Heaths SPA) (what about requirements for on-site open space as site is over 2ha?)
Requirements:	<ul style="list-style-type: none"> • No residential development within the 400m buffer to the SPA; • Have regard to the location of the site within Crowthorne Area D of the Character Area Assessment Supplementary Planning Document; • Provision of on-site open space; • Provision of affordable housing; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Respecting the setting of the Historic Park and Garden; • Appropriate ecological surveys and mitigation of any impacts; • Have regard to biodiversity assets, and not result in harm to Sandhurst to Owlsmoor Bogs & Heaths and Broadmoor to Bagshot Woods & Heaths SSSIs; • Relocation of recreation ground; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Provide a bespoke SANG in perpetuity of at least 8ha per 1,000 new population, make financial contributions towards Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England. A bespoke SANG must be in place and available for use by the occupants of the new development before the first new dwelling is occupied; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

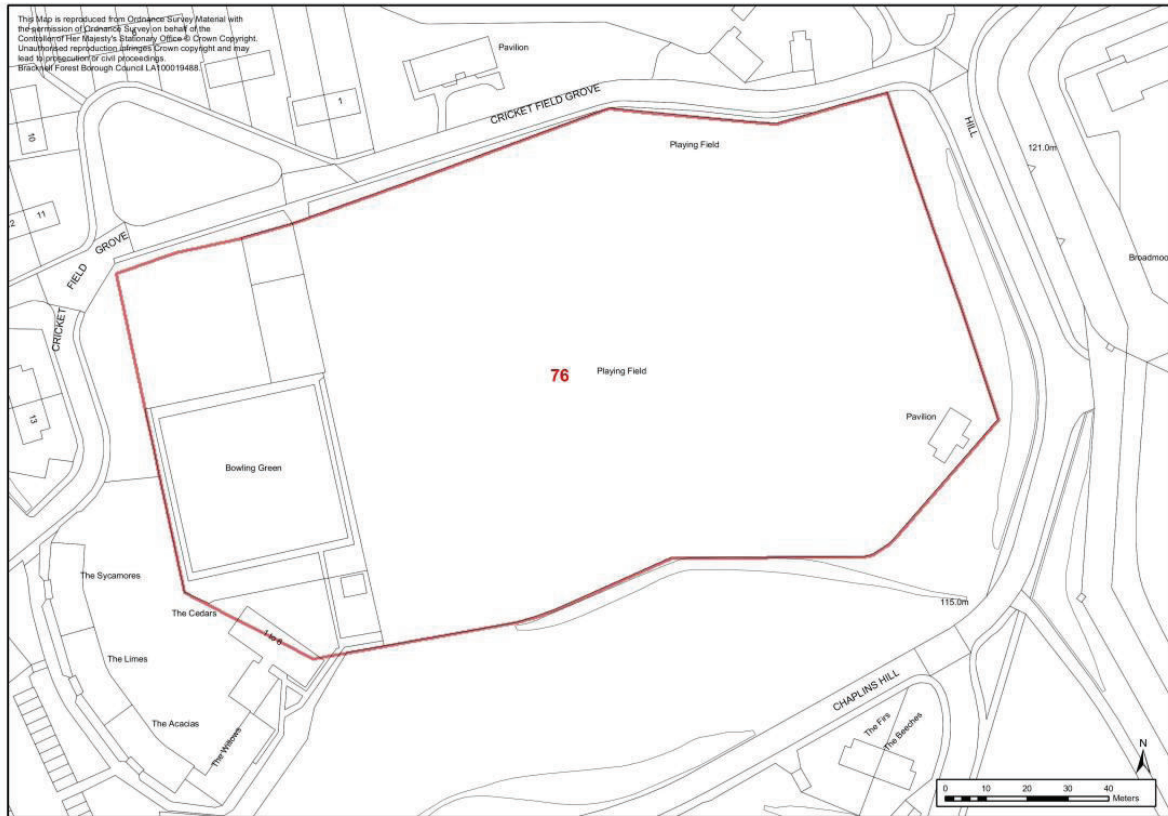
AMENDED LOCATION PLAN:

Map 30 Amended Location Plan of Cricket Field Grove.



SUPERSEDED LOCATION PLAN:

Map 31 Superseded Location Plan of Cricket Field Grove.



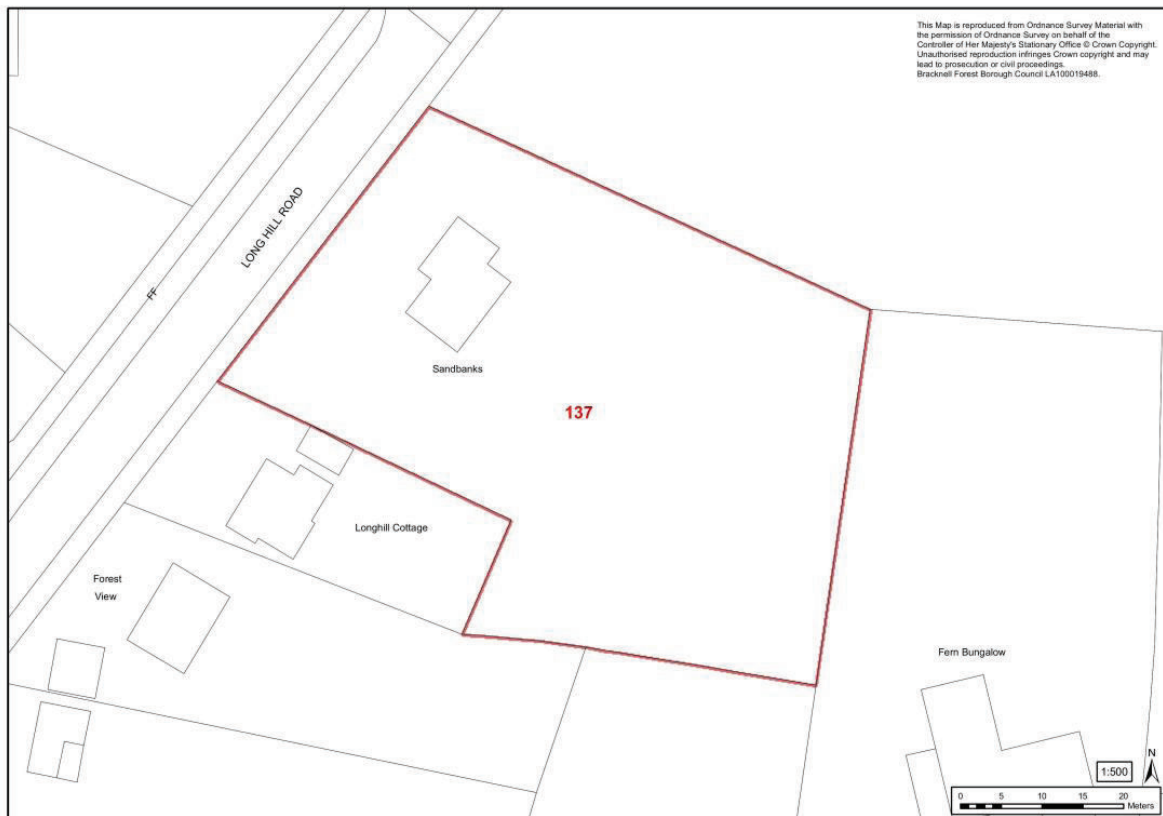
Land at School Hill, Crowthorne - this is now an SA1 site

THIS SITE WILL NOW BE CONSIDERED ALONGSIDE TWO ADJACENT SITES (DOLYHIR & PALM HILLS) AS PART OF POLICY SA3

Sandbanks, Longhill Road, Bracknell (Winkfield Parish)

SHLAA Ref:	137
Capacity:	11 net (based on 35dph)
Site Area:	0.33ha
Developable Area:	0.33ha (no reduction as site area less than 1ha)
Requirements:	<ul style="list-style-type: none"> • Investigation and remediation of any land contamination; • Appropriate ecological surveys and mitigation, i.e. Bat Survey as proposal involves demolition; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA)

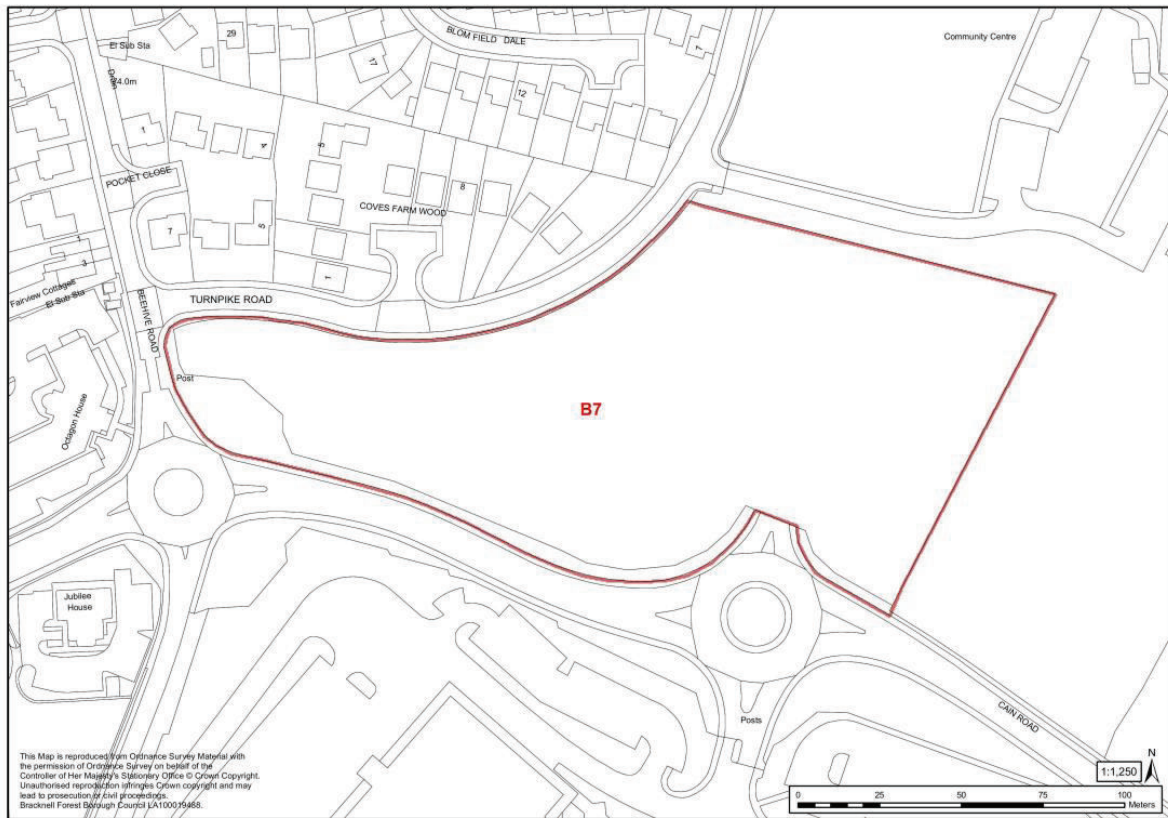
Map 32 Location Plan of Sandbanks, Long Hill Road



Land north of Cain Road, Binfield

SHLAA Ref:	194
Capacity:	75 net (based on 51 dph)
Site Area:	1.88ha
Developable Area:	1.69ha (as site area is between 1-2ha, provision of some on-site space is required, therefore a 90% net developable area is achievable)
Requirements:	<ul style="list-style-type: none"> • Investigation and remediation of any land contamination; • Appropriate tree surveys and protection of trees subject to a Tree Preservation Order; • Provision of affordable housing; • Provision of on-site open space; • Appropriate ecological surveys and mitigation of any impacts; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details. <p>This proposal is linked to the proposal to remove the existing 'Defined Employment Area' notation on this site from the Proposals Map (see Map 74 'Proposals Map extract to show changes to boundary of Cain Road Employment Area and allocation of land at Cain Road for residential (Policy SA2)').</p>

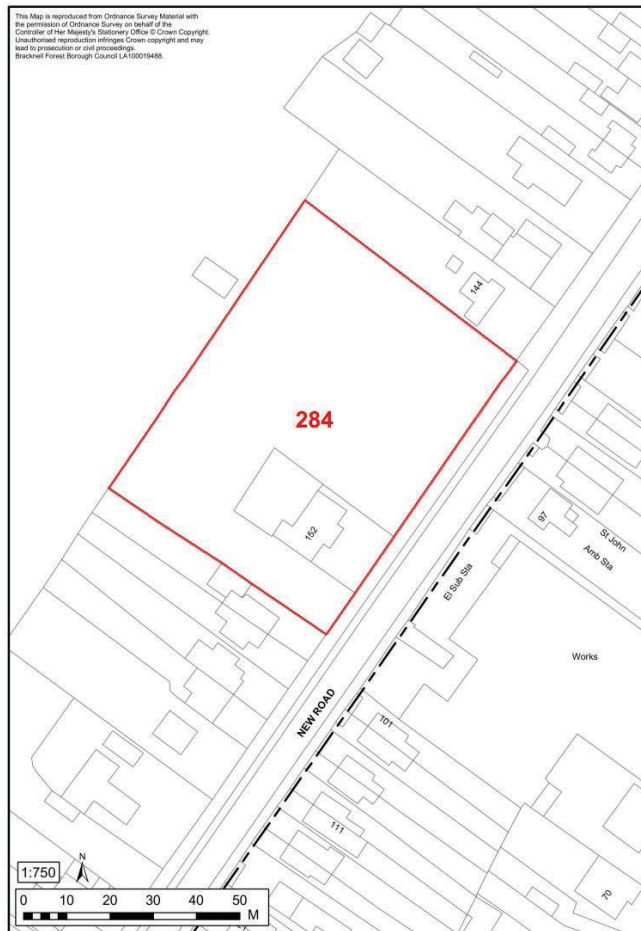
Map 33 Location Plan of land at Cain Road



152 New Road, Ascot (Winkfield Parish)

SHLAA Ref:	284
Capacity:	12 net (based on 35dph)
Site Area:	0.48ha
Developable Area:	0.36ha (site area reduced to exclude Flood Zones 2 & 3)
Requirements:	<ul style="list-style-type: none"> • No development being located within Flood Zone 2 or 3, and any implementation of necessary mitigation measures identified as a result of a Flood Risk Assessment; • Appropriate tree surveys and protection of trees subject to a Tree Preservation Order; • Appropriate ecological surveys and mitigation; • Investigation and remediation of any land contamination; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

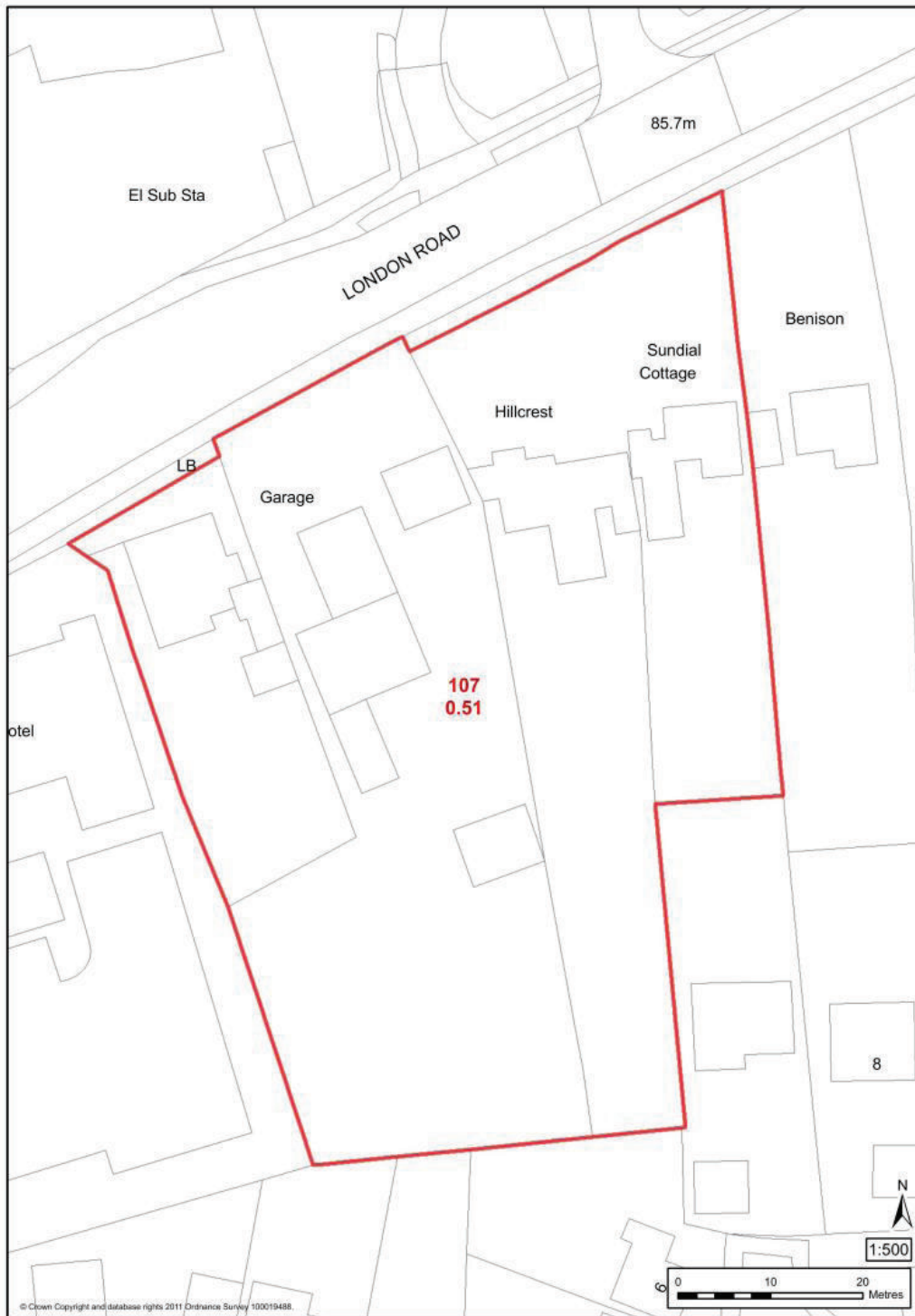
Map 34 Location Plan of 152 New Road



Popeswood Post office, Popeswood Garage, Hillcrest and Sundial Cottage, London Road, Binfield

SHLAA Ref:	107
Capacity:	14 net (based on 35dph)
Site Area:	0.5ha
Developable Area:	0.5ha
Requirements:	<ul style="list-style-type: none"> • Investigation and remediation of any land contamination; • Have regard to the location of the site opposite Binfield Area C of the Character Area Assessment Supplementary Planning Document; • Provision of affordable housing; • Appropriate ecological surveys and mitigation of any impacts; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD; • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

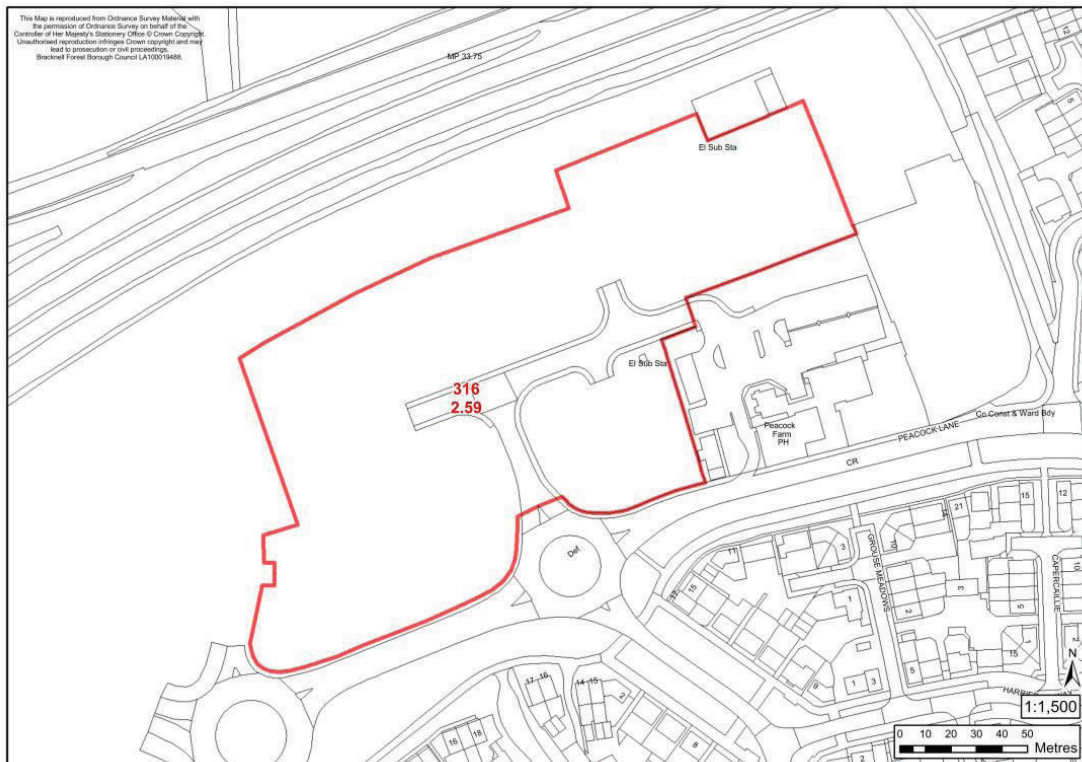
Map 35 Location Plan of Popeswood Garage.



Land north of Peacock Lane, Bracknell (Binfield Parish)

SHLAA Ref:	316
Capacity:	147 units (based on 70dph)
Site Area:	Gross site area is 2.6ha
Developable Area:	2.1ha (There is a need to safeguard 0.5ha of land for small business units, Ordinarily, there would be a requirement for on-site open space, however, given the proximity of the site to the JennettsPark country park (and given that the wider Jennetts Park is under delivering by 150 units: 1,350 instead of up to 1500), it is considered that the country park would provide mitigation in terms of open space provision, therefore, 100% of the developable area can be assumed).
Requirements:	<ul style="list-style-type: none"> • Investigation and remediation of any land contamination; • Provision of affordable housing; • Transport Assessment to assessment the impact of the development upon the local road network, junctions and roundabouts (including the A329); • Any necessary mitigation measures identified as a result of a noise survey (in relation to the proximity of the site to the A329); • Have regard to the setting of the adjacent Listed Building (Peacock Farm); • Developers will be required to demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD; • Provide a bespoke SANG in perpetuity of at least 8ha per 1,000 new population, make financial contributions towards Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England. A bespoke SANG must be in place and available for use by the occupants of the new development before the first new dwelling is occupied; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted from up to date details.

Map 36 Location Plan of land north of Peacock Lane.

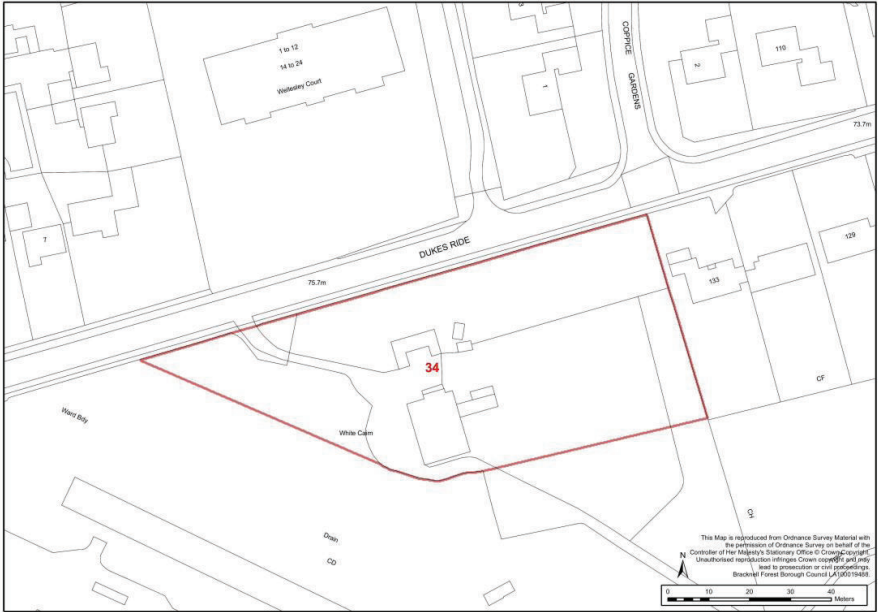


Appendix 6: Profiles of sites proposed for housing on edge of settlements

White Cairn, Dukes Ride, Crowthorne

SHLAA Ref:	34
Capacity:	16 net (based on 35dph)
Site Area:	0.5ha
Developable Area:	0.5ha (no reduction due to site less than 1ha)
Requirements:	<ul style="list-style-type: none"> • Have regard to the location of the site within Crowthorne Area B of the Character Area Assessment Supplementary Planning Document; • Have regard to trees within and adjacent to the site; • Appropriate tree surveys and protection of trees; • Retention of important trees and additional planting along existing boundaries, to preserve the landscape setting and provide visual mitigation; • Appropriate ecological surveys and mitigation of any impacts; • Setting of Listed Building within the College grounds; • Provision of affordable housing; • Transport Assessment to assess the impact of the proposals upon the local road network and roundabout junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details. <p>Allocation of the site for housing would require an alteration to the defined settlement boundary on the Proposals Map. (See Map 88 'Extract of Proposals Map to show change to settlement boundary and allocation of land at White Cairn, Dukes Ride, Crowthorne (Policy SA3)').</p>

Map 37 Location Plan of White Cairn, Dukes Ride

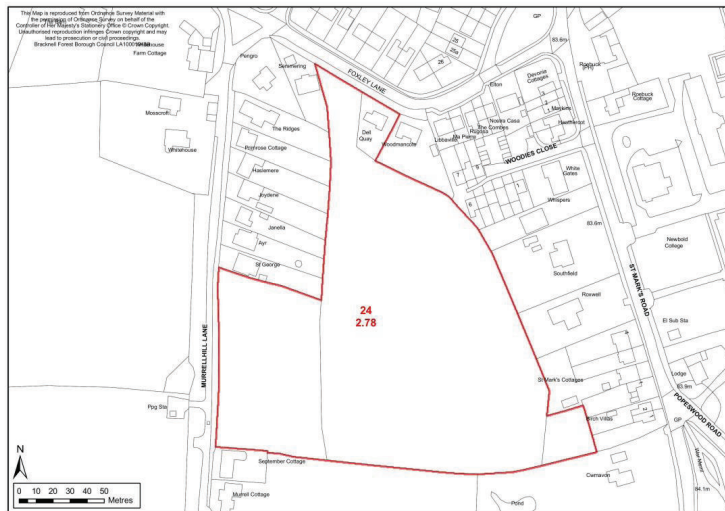


Land East of Murrell Hill Lane, South of Foxley Lane and North of September Cottage, Binfield

SHLAA Ref:	24
Capacity:	67 net (based on 35pdh)
Site Area:	2.78ha
Developable Area:	1.95ha (70% net developable area is achievable given the need to provide on-site open space)
Requirements:	<ul style="list-style-type: none"> • Have regard to the location of the site adjacent to Binfield Areas A and B of the Character Area Assessment Supplementary Planning Document, and the recommendations contained within the SPD; • Appropriate tree surveys and protection of trees subject to a Tree Preservation Order; • Retention of important trees/understorey planting and additional planting along existing roadsides, to preserve the landscape setting and provide visual mitigation; Retention of important trees and understorey planting along existing roadsides to preserve the landscape setting and provide visual mitigation; • Appropriate ecological surveys and mitigation of any impacts; • Provision of affordable housing; • Transport Assessment to assess the impact of the proposals upon the local road network and roundabout junctions; • Provision of on-site open space, including provision of open space along side Murrell Hill lane in order to preserve character of Murrell Hill Lane and the landscape setting of the area; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.

Allocation of the site for housing would require an alteration to the defined settlement boundary on the Proposals Map. (See Map 87 'Extract of Proposals Map to show change to settlement boundary and allocation of land at Foxley Lane/Forest Road and Murrell Hill Lane/Foxley Lane, Binfield (Policy SA3)').

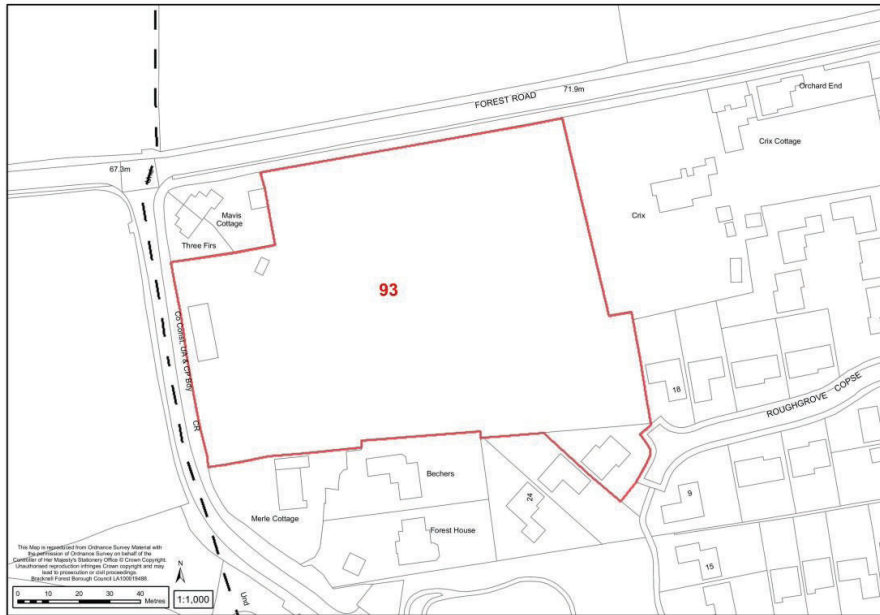
Map 38 Location Plan of land east of Murrell Hill Lane and south of Foxley Lane



Land at junction of Forest Road and Foxley Lane, Binfield

SHLAA Ref:	93
Capacity:	26 net (based on 27dph) 31 net (based on 33 dph) (Capacity reflects existing trees on site).
Site Area:	1.3ha
Developable Area:	0.95ha
Requirements:	<ul style="list-style-type: none"> • Have regard to the location of the site adjacent to Binfield Areas A and B of the Character Area Assessment Supplementary Planning Document; • Appropriate trees surveys and protection of trees subject to a Tree Preservation Order; • Retention of important trees and additional planting along existing roadsides to preserve the landscape setting and provide visual mitigation; • Retention of important trees along existing Forest Road to preserve the landscape setting and provide visual mitigation; • Appropriate ecological surveys and mitigation of any impacts; • Provision of affordable housing; • Transport Assessment to assess the impact of the proposals upon the local road network and roundabout junctions; • Provision of on-site open space; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details. <p>Allocation of the site for housing would require an alteration to the defined settlement boundary on the Proposals Map. (See Map 87 'Extract of Proposals Map to show change to settlement boundary and allocation of land at Foxley Lane/Forest Road and Murrell Hill Lane/Foxley Lane, Binfield (Policy SA3)').</p>

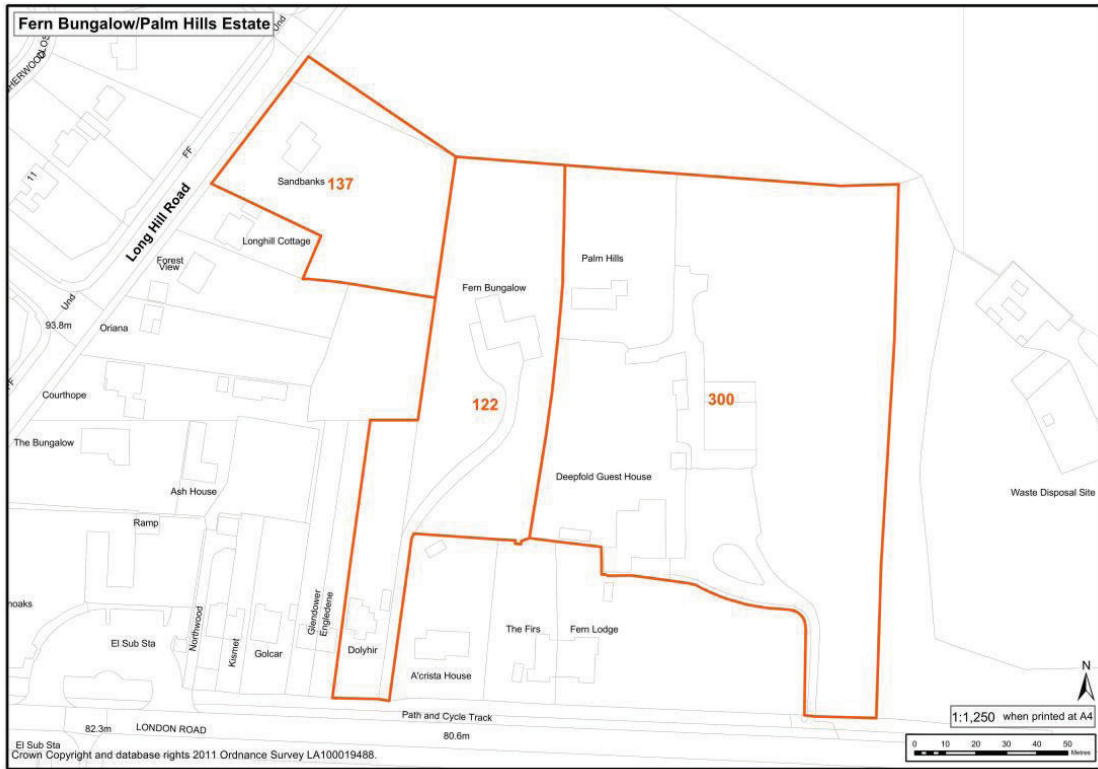
Map 39 Location Plan of land at junction of Forest Road and Foxley Lane



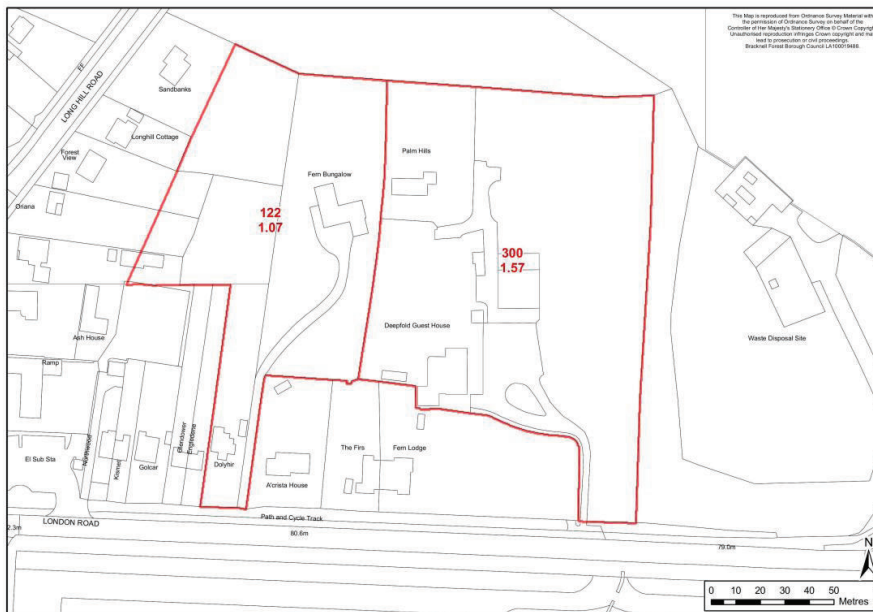
Sandbanks, Longhill Road and Dolyhir, Fern Bungalow and Palm Hills Estate, London Road, Bracknell (Winkfield Parish)

SHLAA Ref:	137,122 & 300
Capacity:	49 net (based on 30dph) 60 net (based on 35dph)
Site Area:	Combined site area is 2.59ha 2.61ha
Developable Area:	1.81ha 1.83ha (70% net developable area is achievable given the need to provide on-site open space)
Requirements:	<ul style="list-style-type: none"> • Appropriate tree surveys and protection of trees; • Retention of important trees and additional planting along existing boundaries, to preserve the landscape setting and provide visual mitigation; • Investigation and remediation of any land contamination; • Provision of affordable housing; • Transport Assessment to assess the impact of the proposals upon the local road network and roundabout junctions; • Provision of on-site open space; • Appropriate ecological surveys and mitigation; • Any necessary mitigation measures identified as a result on a noise survey (in relation of proximity of site to London Road); • Mitigation of impacts in accordance with Limiting the Impact of Development SPD (including SPA); • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details. <p>Allocation of the site for housing would require an alteration to the defined settlement boundary on the Proposals Map. (See Map 89 'Extract of Proposals Map to show change to settlement boundary and allocation of land at Dolyhir, Fern Bungalow & Palm Hills Estate, Bracknell (Winkfield Parish) (Policy SA3)').</p>

Map 40 Location Plan of Sandbanks, Dolyhir, Fern Bungalow and Palm Hills Estate, London Road.



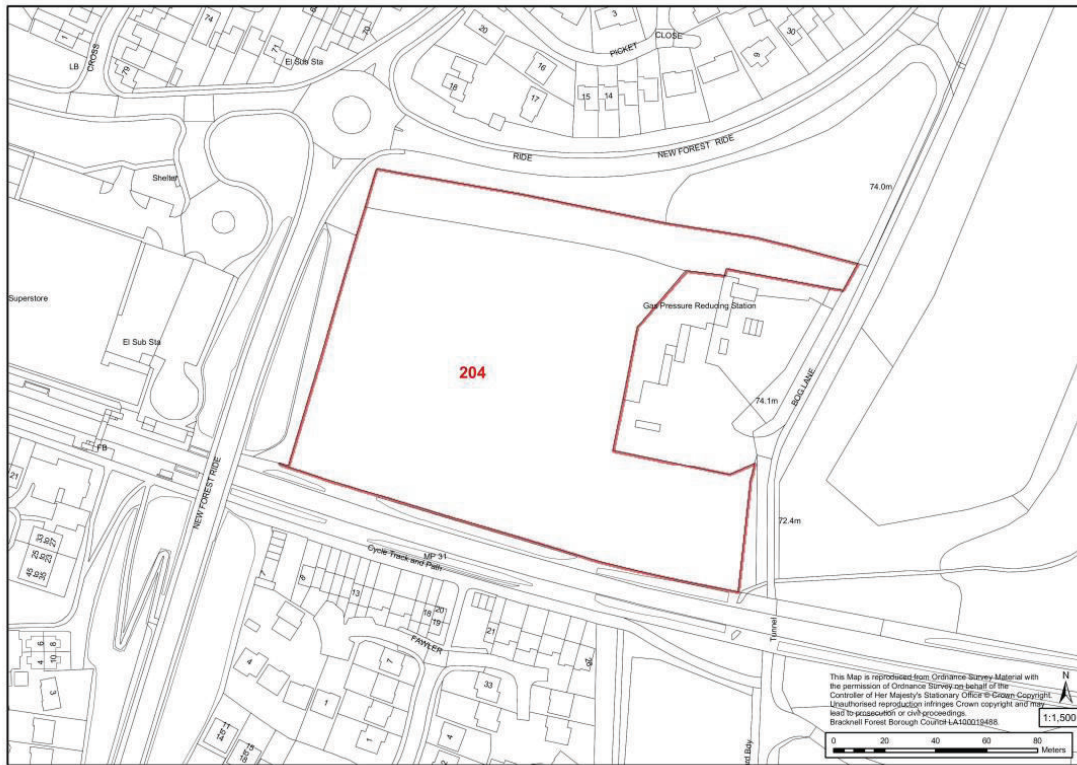
Map 41 Superseded Location Plan of Dolyhir, Fern Bungalow and Palm Hills Estate, London Road.



Bog Lane, Bracknell (Winkfield Parish)

SHLAA Ref:	204
Capacity:	40 units net (based on 35dph)
Site Area:	1.72ha
Developable Area:	1.15ha (based on a 60% developable area given the need to safeguard existing trees which provide a landscape setting and ecological habit on the site)
Requirements:	<ul style="list-style-type: none"> • Investigation and remediation of any land contamination; • Any necessary mitigation measures identified as a result of a noise survey (in relation to proximity of site to railway line, road and employment uses to the east of the site); • Appropriate tree surveys and protection of trees; • Retention of important trees/understorey planting and additional planting along the boundaries and within the site, to preserve the landscape setting and provide visual mitigation; • Appropriate ecological surveys and mitigation of any impacts; • Transport Assessment to assess the impact of the development upon the local road network, junctions and roundabouts; • Provision of affordable housing; • Provision of on-site open space; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Mitigation of impacts in accordance with Limiting the Impact of Development SPD; • Make financial contributions towards existing Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management and Monitoring and take any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths SPA Avoidance and Mitigation Strategy and relevant guidance in agreement with Natural England; • This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details. <p>Allocation of the site for housing would require an alteration to the defined settlement boundary on the Proposals Map.</p>

Map 42 Location Plan of Bog Lane



Appendix 7: New appendix. Profiles of urban extension sites

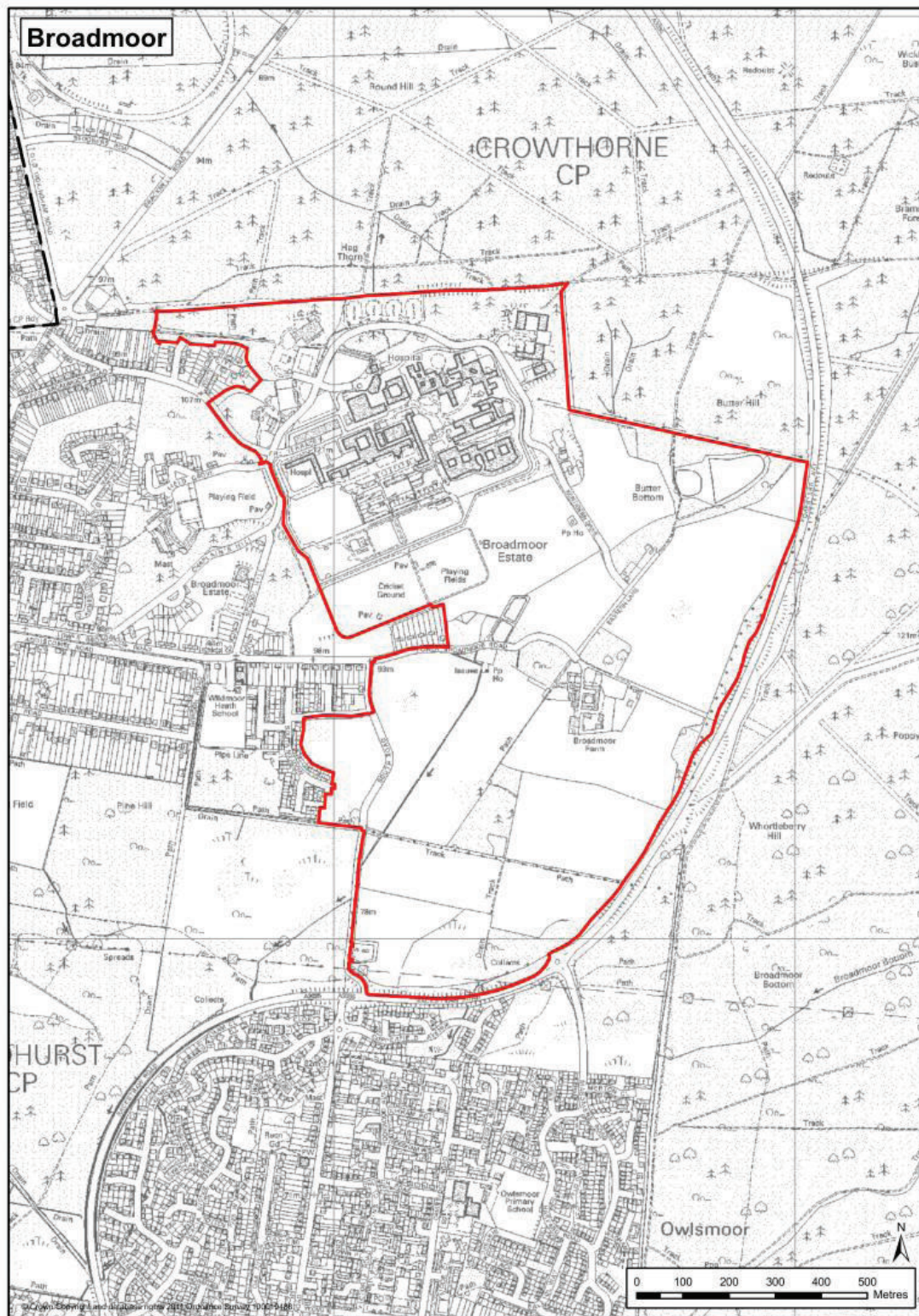
This is a new section containing profiles of the urban extension sites contained in Policies SA4-SA7.

Land at Broadmoor, Crowthorne

Policy Ref:	Policy SA4
Proposal:	<ul style="list-style-type: none"> • A redeveloped hospital and ancillary buildings. • 210 residential units within the walled garden area (the final number to be subject to further consideration of the impacts on the heritage value of the site and the justification for the development including the needs of the listed building). • 60 retirement apartments outside the walled garden (the final number to be subject to further consideration of the impacts on the heritage value of the site and the justification for the development including the needs of the listed building). • A small research park. • Re-use of the existing hospital buildings for an appropriate use. • Care home/nursing home. • On site open space and SANG. • New access road.
Requirements:	<ul style="list-style-type: none"> • No residential development within the 400m buffer to the SPA; • Provision of on-site open space; • Measures to avoid and mitigate the impact of residential development upon the Thames Basin Heaths Special Protection Area in agreement with Natural England. This will include provision in perpetuity of on-site bespoke SANG significantly in excess of 8ha per 1,000 new population, a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy and relevant guidance. A bespoke SANG must be in place and available for use by the occupants of the new development before the first new dwelling is occupied; • Provision of Green Infrastructure; • Appropriate ecological surveys and mitigation of any impacts; • Have regard to biodiversity assets, and not result in harm to Sandhurst to Owlsmoor Bogs & Heaths and Broadmoor to Bagshot Woods & Heaths SSSIs; • Have regard to the recommendations as set out in the Character Area Assessment Supplementary Planning Document; • Respect the setting of the HistoricPark and Garden; • Have regard to and respect the setting of the ListedBuilding;

	<ul style="list-style-type: none"> • Appropriate tree surveys and protection of trees, including those subject to a Tree Preservation Order and preservation of Ancient Woodland; • On-site Open Space of Public Value, in accordance with standards, including re-provision of lost Open Space of Public Value at Cricket Field Grove; • Provision of affordable housing subject to viability and balancing any harm caused to the site's heritage assets; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Protection and enhancement of Public Rights of Way; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Integration of Sustainable Drainage Systems; • Mitigation of impacts in accordance with the Infrastructure Delivery Plan; • Be in accordance with national and local policy requirements. <p>This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.</p> <p>Applications for development of the site should also have regard to relevant SADPD Supporting Documents, and any requirements for further studies, such as a Flood Risk Assessment, Archaeological Reports and a Landscape Masterplan.</p> <p>Any applicant is also advised to submit a Screening Request to determine whether an Environmental Impact Assessment of the proposals is required.</p>
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Map 43 Location Plan of Broadmoor



Land at TRL, Crowthorne

Policy Ref:	Policy SA5
Proposal:	<ul style="list-style-type: none"> • 1,000 residential units (located outside of the 400m buffer to the Thames Basins Heath Special Protection Area). • Neighbourhood centre. • Primary School. • Multi-functional community hub. • Care home. • A replacement for the existing enterprise centre for small and new businesses, unless an a better alternative site can be found elsewhere). • A depot site (to enable the redevelopment of the Council’s existing depot site in Bracknell). • Provision of green routes along Nine Mile Ride and Old Wokingham Road.. • On site open space and SANG.
Requirements:	<ul style="list-style-type: none"> • No residential development within the 400m buffer to the SPA; • Provision of on-site Open Space of Public Value; • Measures to avoid and mitigate the impact of residential development upon the Thames Basin Heaths Special Protection Area in agreement with Natural England. This will include provision in perpetuity of onsite bespoke SANG significantly in excess of 8ha per 1,000 new population, a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy and relevant guidance; • Provision of Green Infrastructure; • Appropriate ecological surveys and mitigation of any impacts; • Have regard to biodiversity assets, and not result in harm to the Broadmoor to Bagshot Woods & Heaths SSSI; • Have regard to and respect the setting of nearby Listed Buildings; • Appropriate tree surveys and protection of trees, including those subject to a Tree Preservation Order; • Provision of affordable housing subject to viability; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Protection and enhancement of Public Rights of Way; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Integration of Sustainable Drainage Systems;

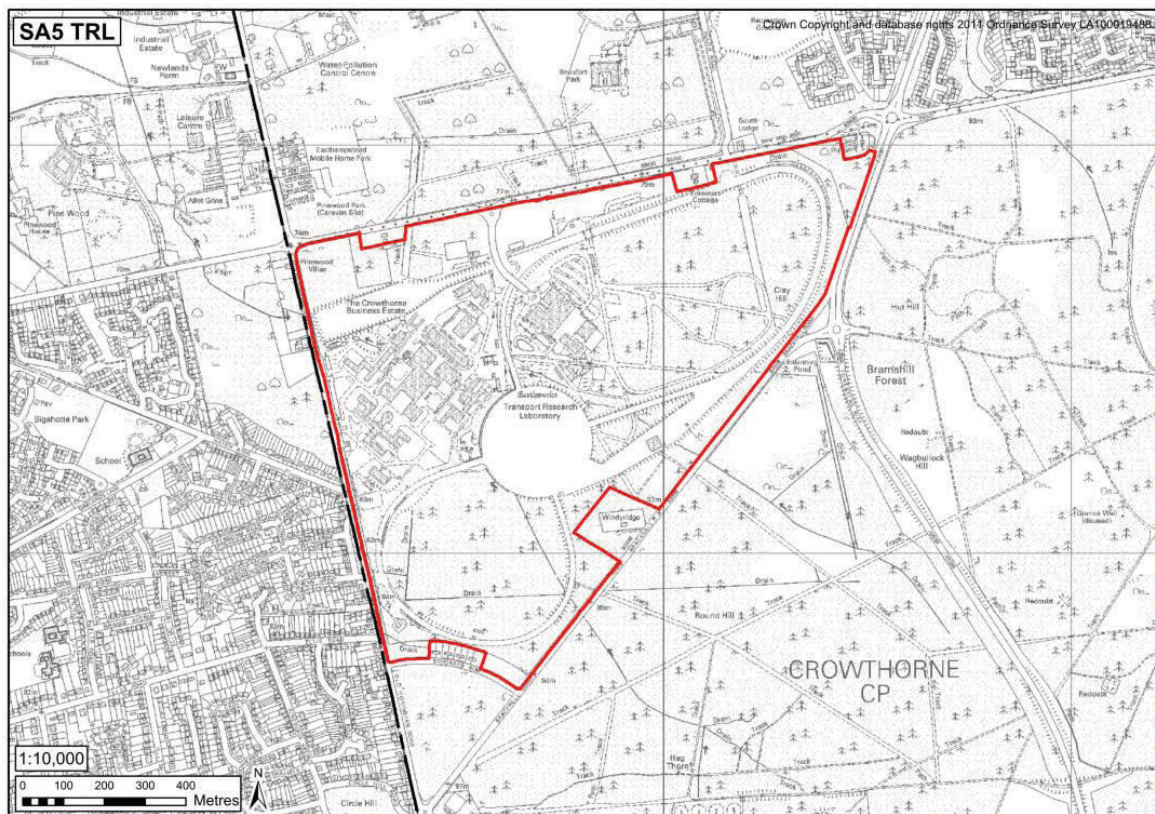
- Mitigation of impacts in accordance with the Infrastructure Delivery Plan;
- Be in accordance with national and local policy requirements.

This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.

Applications for development of the site should also have regard to relevant SADPD Supporting Documents, and any requirements for further studies, such as a Flood Risk Assessment, Archaeological Reports and a Landscape Masterplan.

Any applicant is also advised to submit a Screening Request to determine whether an Environmental Impact Assessment of the proposals is required.

Map 44 Location Plan of TRL

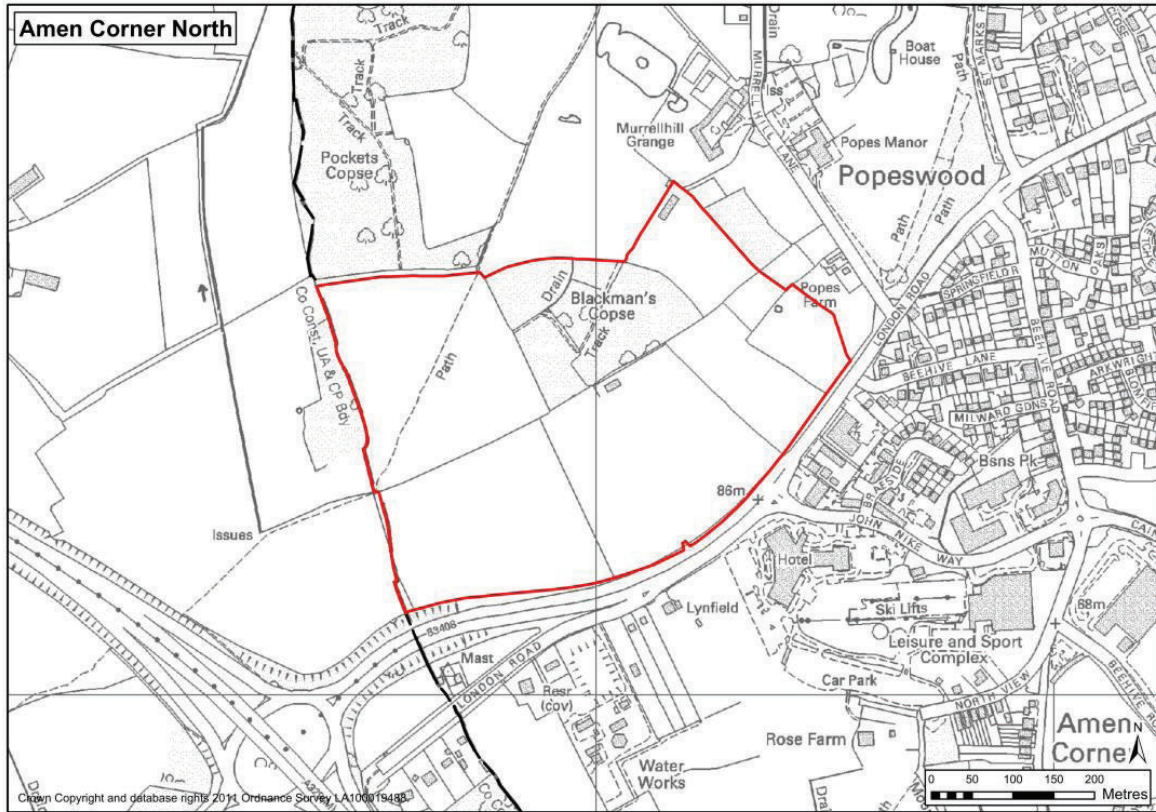


Land at Amen Corner North, Binfield

Policy Ref:	Policy SA6
Proposal:	<ul style="list-style-type: none"> • 400 residential units. • On site open space and SANG.
Requirements:	<ul style="list-style-type: none"> • Provision of on-site Open Space of Public Value; • Measures to avoid and mitigate the impact of residential development upon the Thames Basin Heaths Special Protection Area in agreement with Natural England. This will include provision in perpetuity of on-site bespoke SANG of at least 8ha per 1,000 new population (an alternative will be acceptable subject to passing an Appropriate Assessment and in agreement with Natural England), a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy and relevant guidance; • Provision of Green Infrastructure; • Have regard to biodiversity assets and undertake appropriate ecological surveys and mitigation of any impacts; • Have regard to the recommendations as set out in the Character Area Assessment Supplementary Planning Document; • Have regard to and respect the setting of nearby Listed Buildings; • Appropriate tree surveys and protection of trees, including those subject to a Tree Preservation Order and preservation of Ancient Woodland; • Provision of affordable housing subject to viability; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Protection and enhancement of Public Rights of Way; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Integration of Sustainable Drainage Systems; • Mitigation of impacts in accordance with the Infrastructure Delivery Plan; • Be in accordance with national and local policy requirements. <p>This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.</p> <p>Applications for development of the site should also have regard to relevant SADPD Supporting Documents, and any requirements for further studies, such as a Flood Risk Assessment, Archaeological Reports and a Landscape Masterplan.</p>

Any applicant is also advised to submit a Screening Request to determine whether an Environmental Impact Assessment of the proposals is required.

Map 45 Location Plan of Amen Corner North.

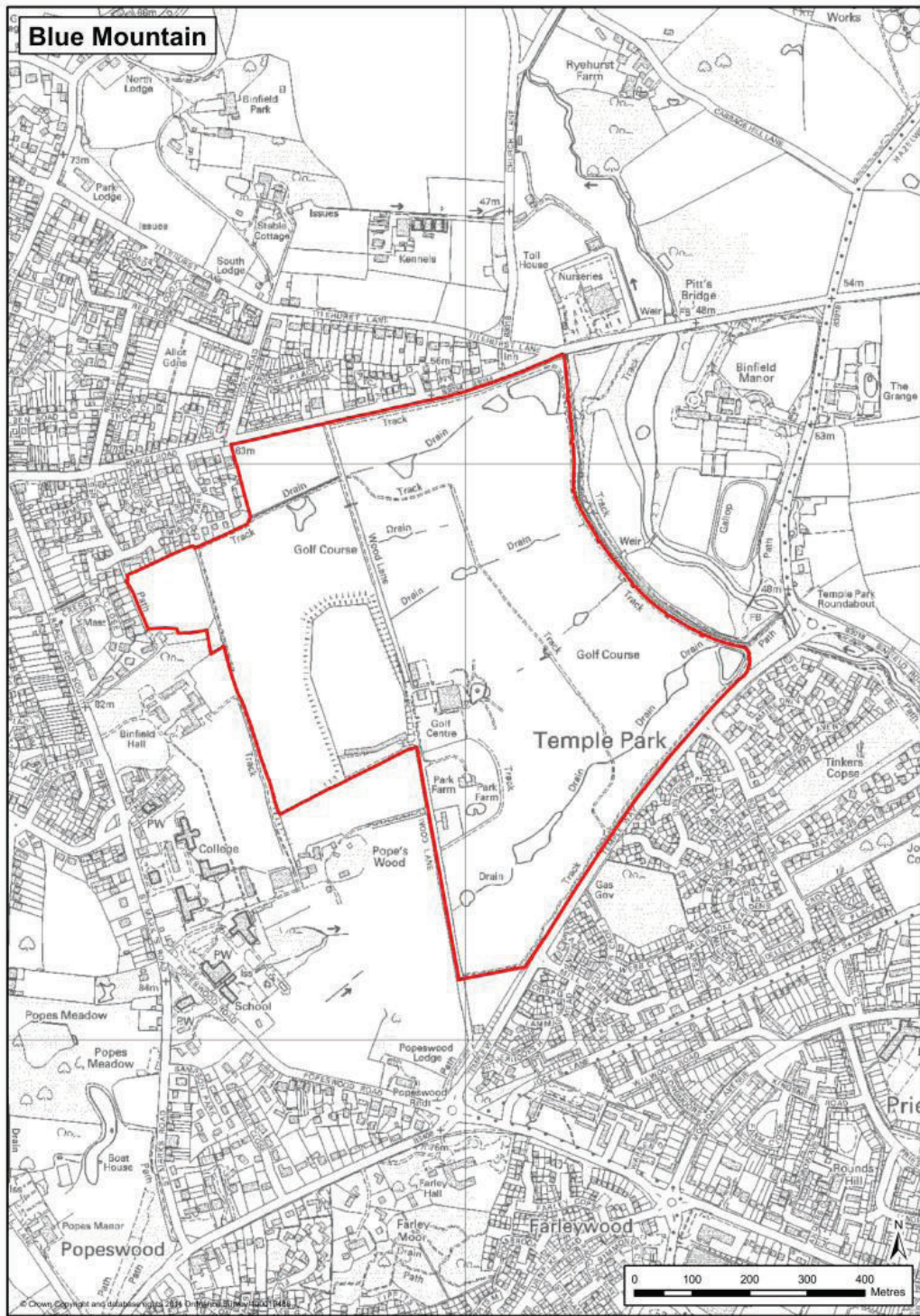


Land at Blue Mountain, Binfield

Policy Ref:	Policy SA7
Proposal:	<ul style="list-style-type: none"> • 400 residential units. • Land for a range of educational facilities, include primary, secondary and special education needs. • Multi-functional community hub. • A new football ground. • On site open space and SANG.
Requirements:	<ul style="list-style-type: none"> • Provision of on-site Open Space of Public Value; • Measures to avoid and mitigate the impact of residential development upon the <p>Thames Basin Heaths Special Protection Area in agreement with Natural England. This will include provision in perpetuity of on-site bespoke SANG of at least 8ha per 1,000 new population (an alternative will be acceptable subject to passing an Appropriate Assessment and in agreement with Natural England), a financial contribution towards Strategic Access Management and Monitoring and any other measures that are required to satisfy Habitats Regulations, the Councils Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy and relevant guidance;</p> <ul style="list-style-type: none"> • Provision of Green Infrastructure; • Have regard to biodiversity assets and undertake appropriate ecological surveys and mitigation of any impacts; • Have regard to the recommendations as set out in the Character Area Assessment Supplementary Planning Document; • Have regard to and respect the setting of the adjacent HistoricPark and Garden and nearby Listed Buildings; • Appropriate tree surveys and protection of trees, including those subject to a Tree Preservation Order; • Provision of affordable housing subject to viability; • Transport Assessment to assess the impact of the proposals upon the local road network and junctions; • Demonstrate that there is adequate waste water capacity both on and off site to serve the development and that it would not lead to problems for existing or new users. In some circumstances it may be necessary for developers to fund studies to ascertain whether the proposed development will lead to overloading of existing waste water infrastructure; • Integration of Sustainable Drainage Systems; • Mitigation of impacts in accordance with the Infrastructure Delivery Plan; • Be in accordance with national and local policy requirements. <p>This is not a comprehensive list, and there may be other requirements. Development Management should be contacted for up to date details.</p>

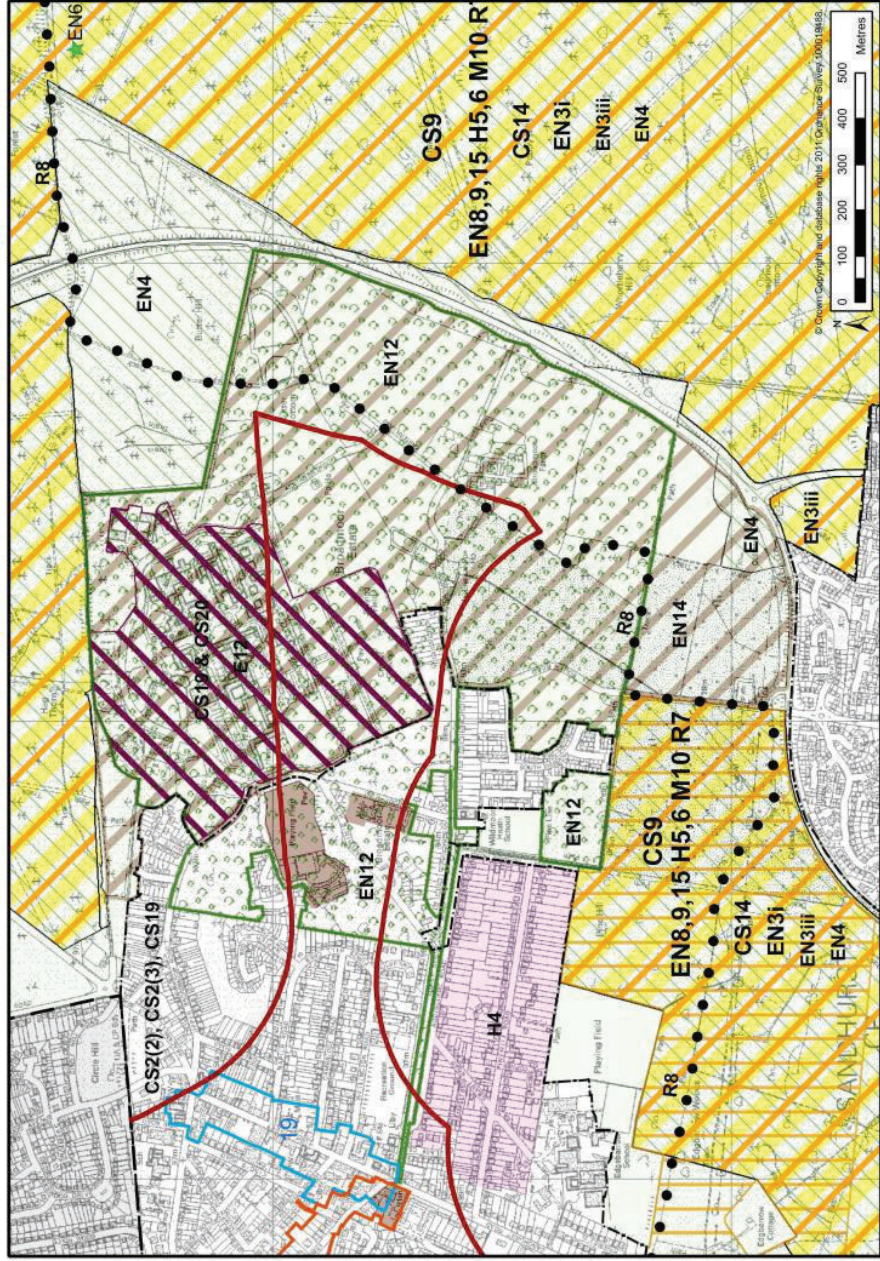
	<p>Applications for development of the site should also have regard to relevant SADPD Supporting Documents, and any requirements for further studies, such as a Flood Risk Assessment, Archaeological Reports and a Landscape Masterplan.</p> <p>Any applicant is also advised to submit a Screening Request to determine whether an Environmental Impact Assessment of the proposals is required.</p>
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Map 46 Location Plan of Blue Mountain.

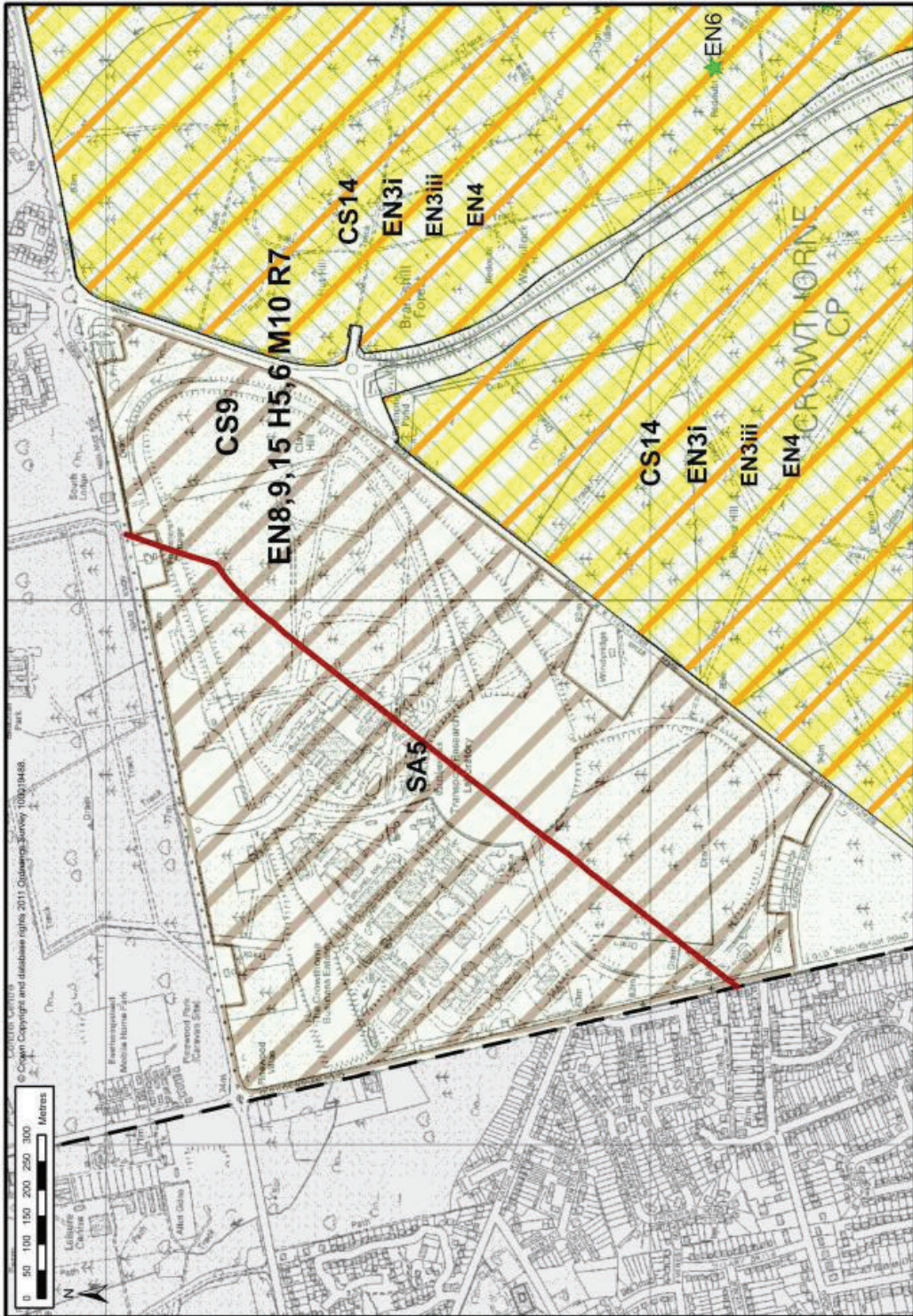


Appendix 8: Updated Appendix - Urban Extension Proposals Map Extracts

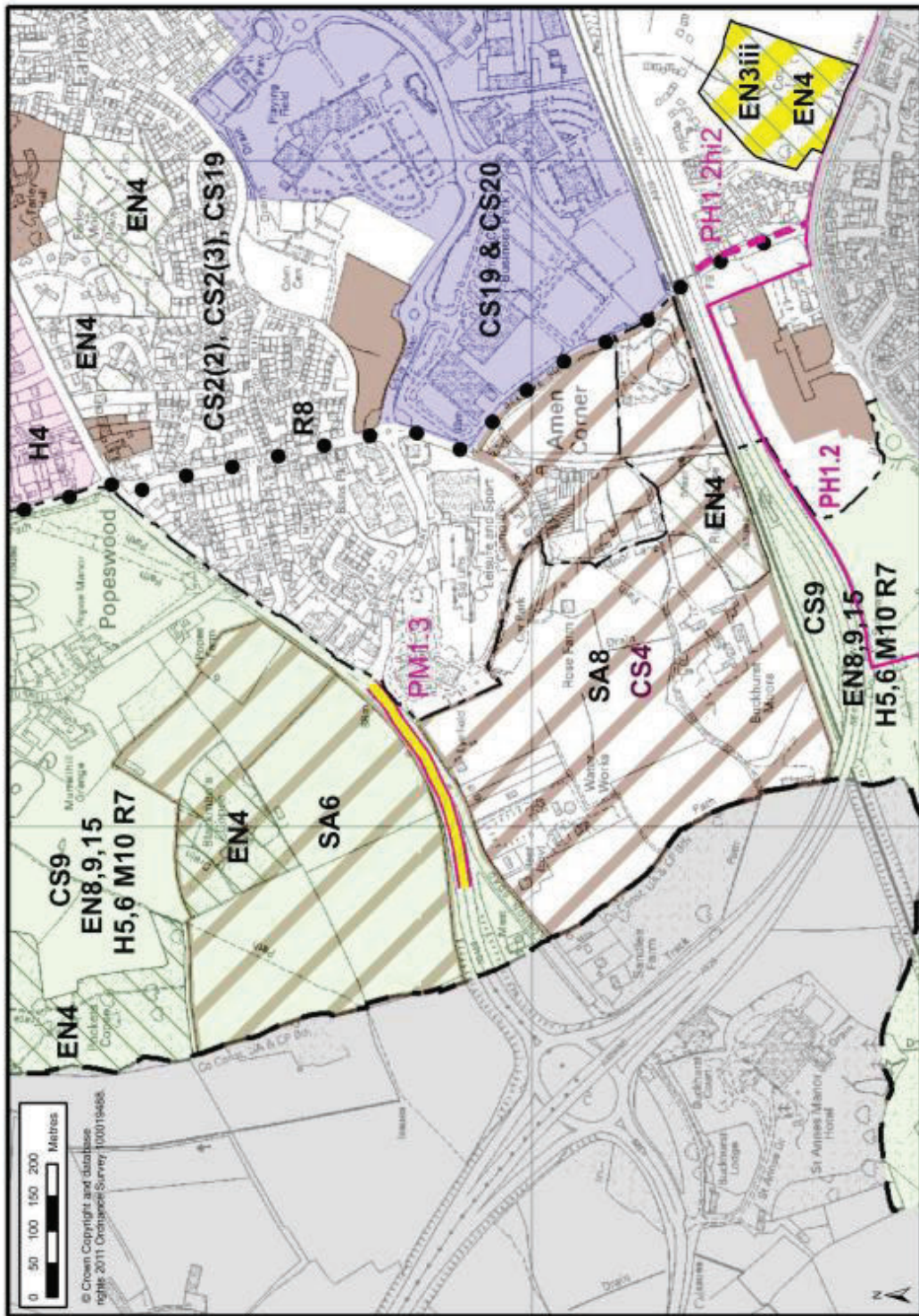
Map 47 Extract of Proposals Map showing allocation of land at Boradmoor Urban Extension (Policy SA4)



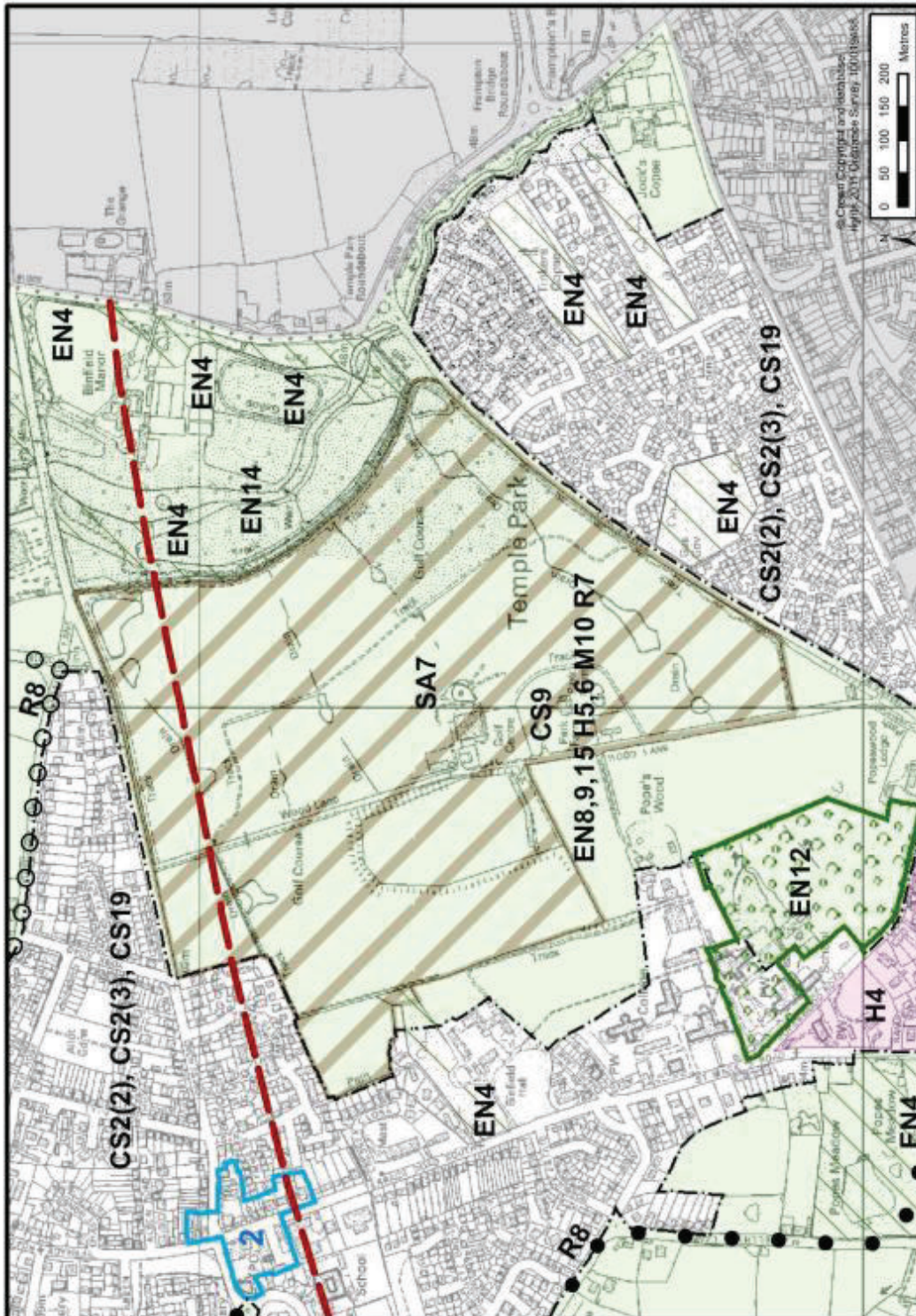
Map 48 Extract of Proposals Map of allocation of land at TRL Urban Extensions (Policy SA5)



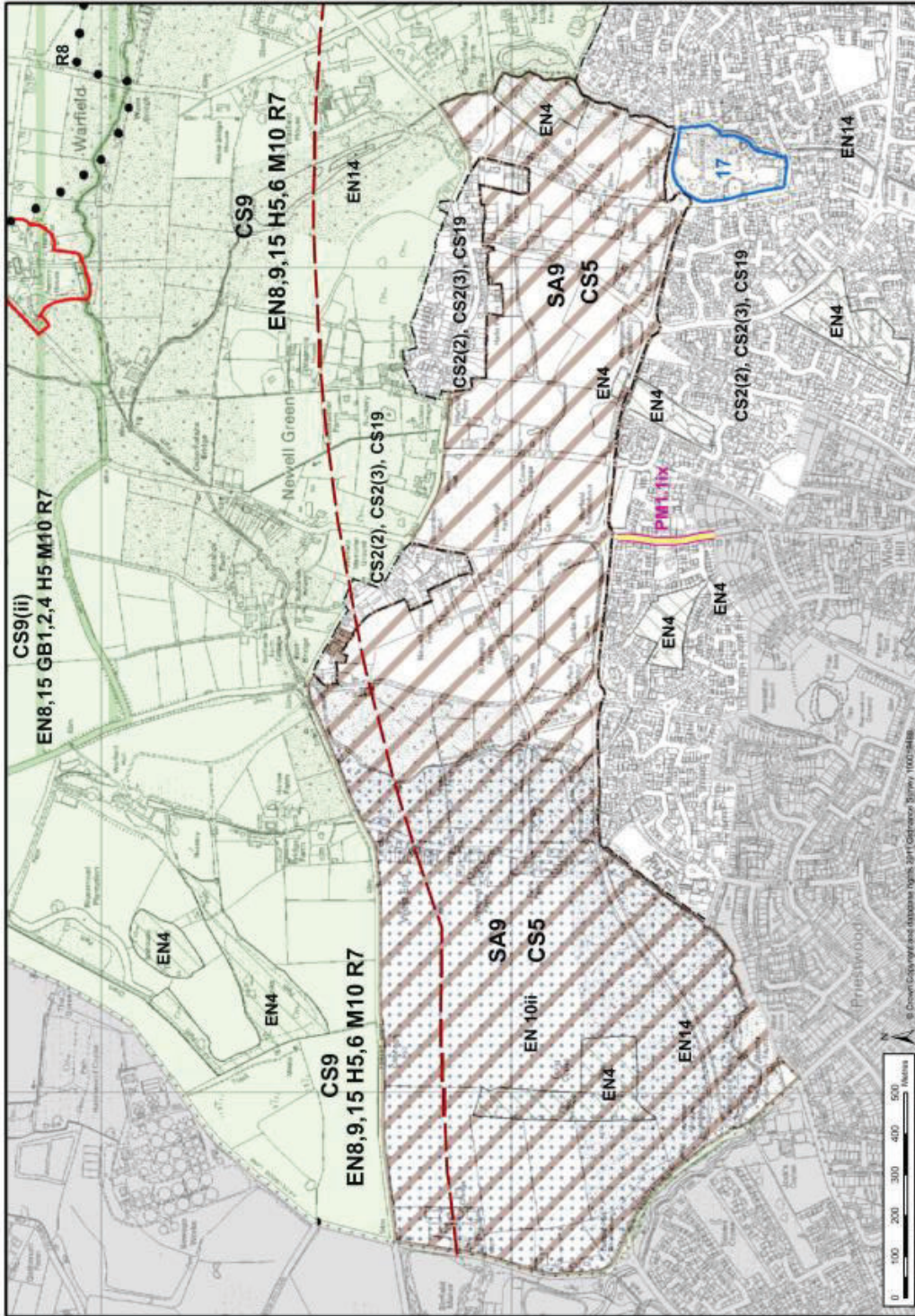
Map 49 Extract of Proposals Map showing allocation of land at Amen Corner North and Amen Corner South (Policies SA6 and SA8)



Map 50 Extract of Proposals Map showing allocation of land at Blue Mountain (Policy SA7)

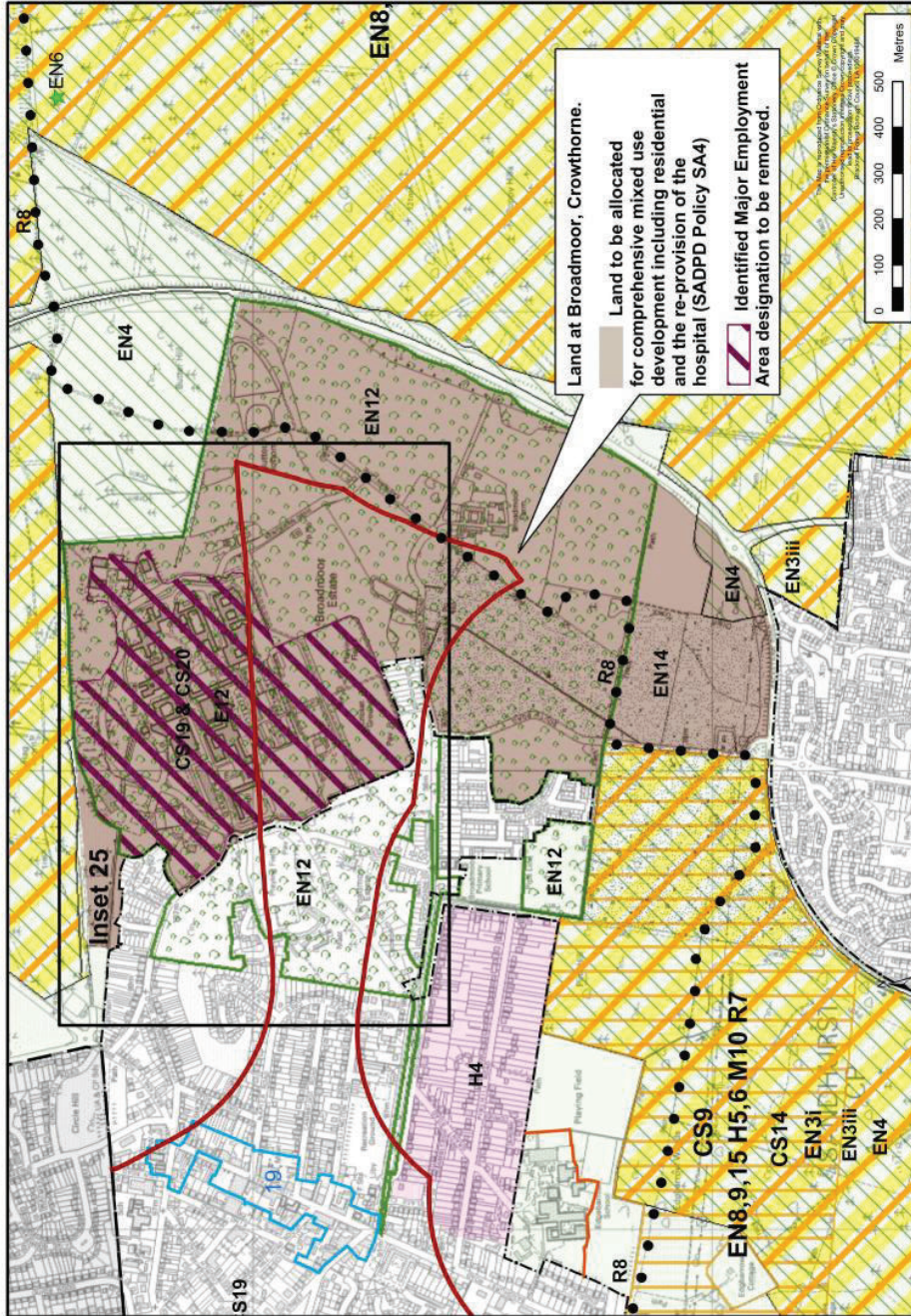


Map 51 Extract of Proposals Map showing allocation of land at Warfield (Policy SA9)

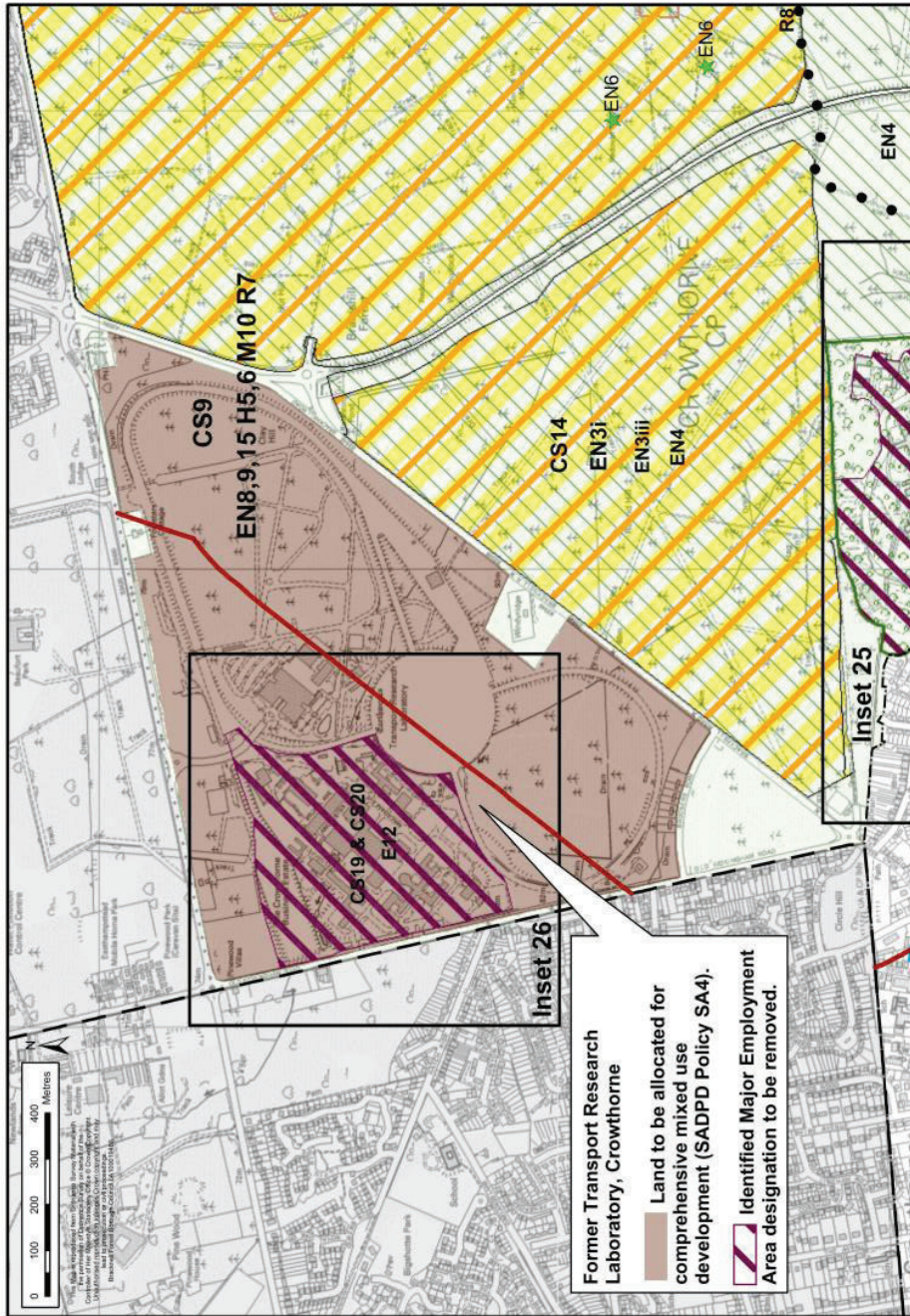


Appendix 9: Superseded Urban extension Proposals Map extracts

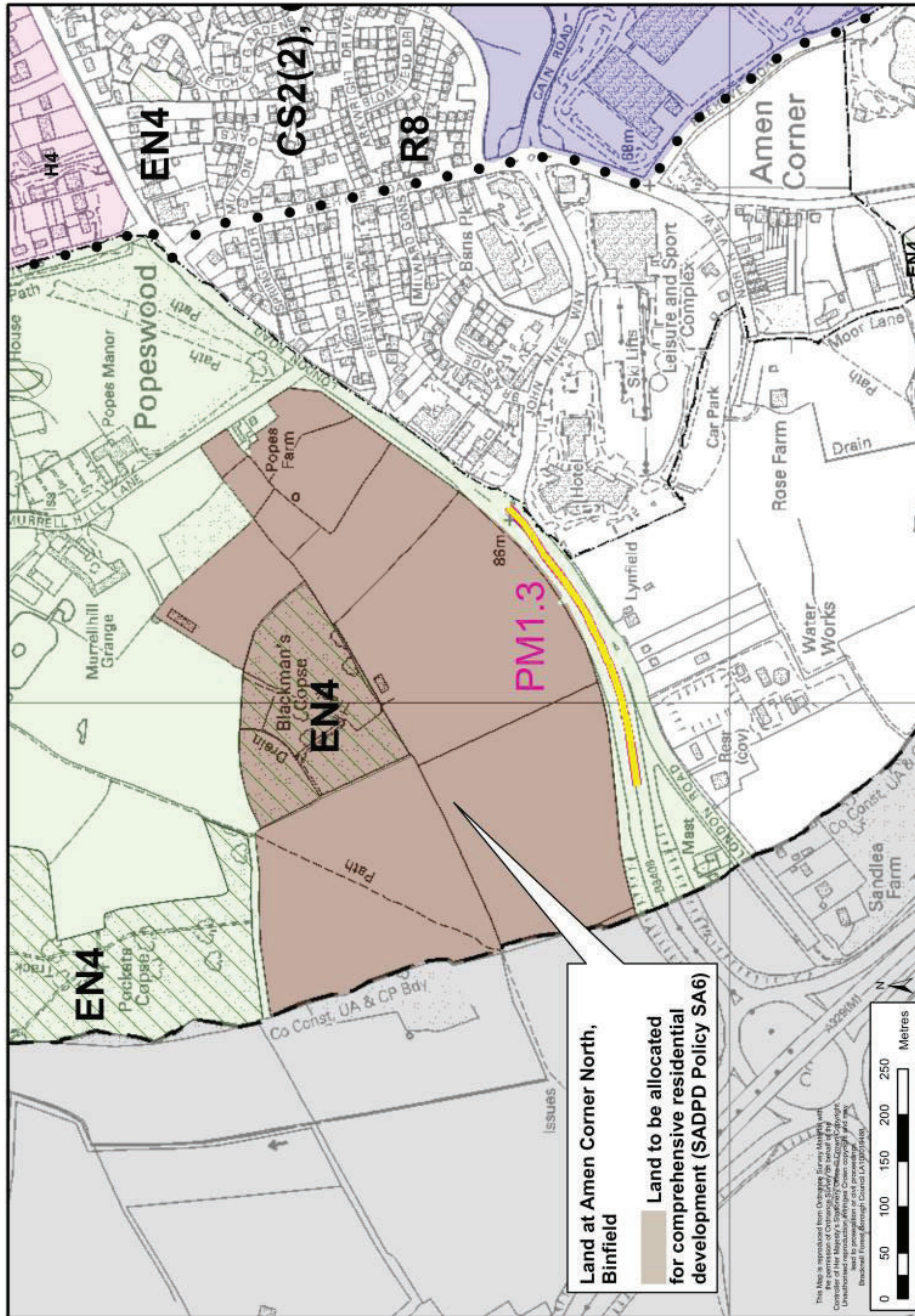
Map 52 Superseded Extract of Proposals Map to show allocation of land at Broadmoor Urban Extension (Policy SA4)



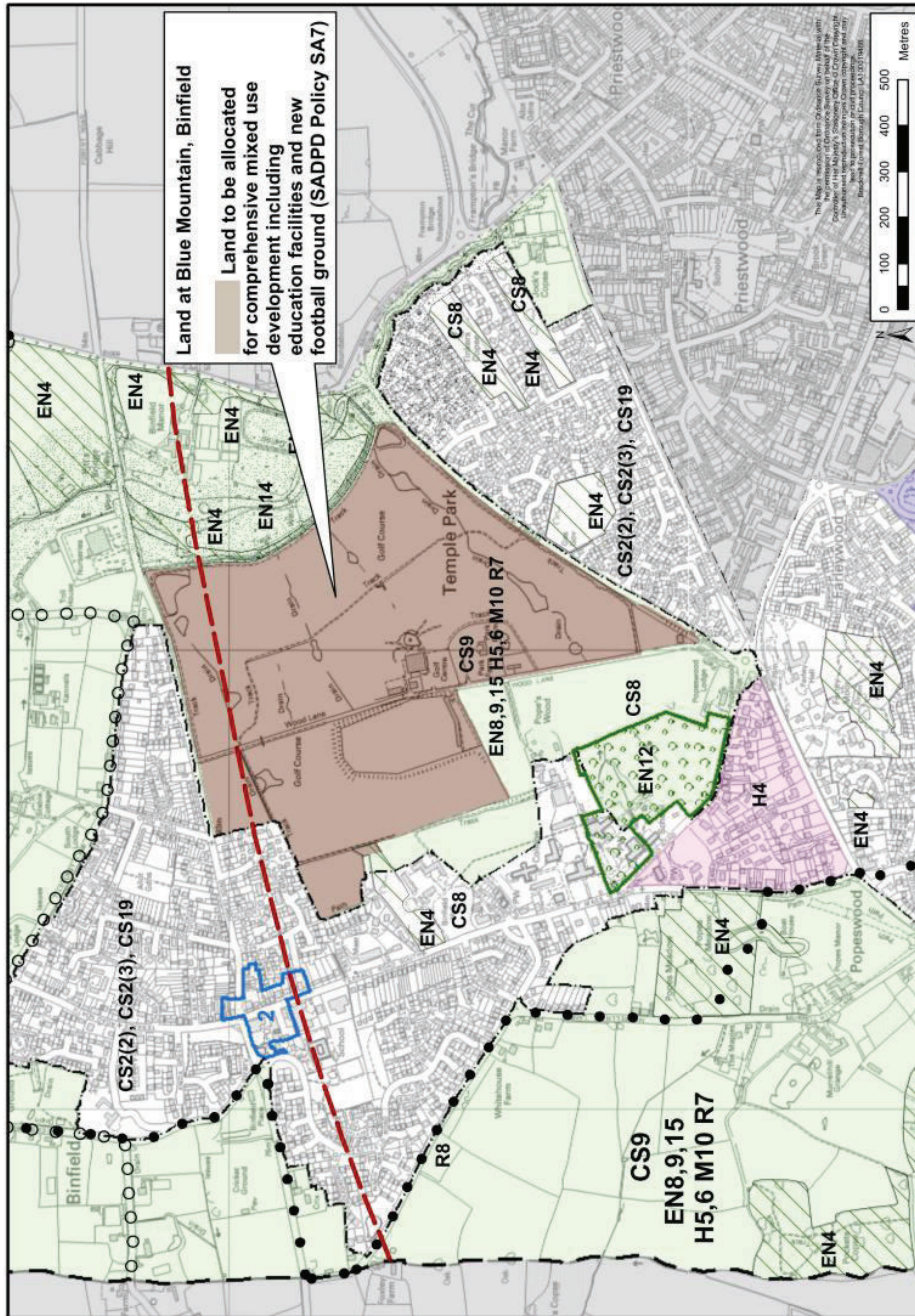
Map 53 Superseded Extract of Proposals Map to show allocation of land at TRL Urban Extension (Policy SA5)



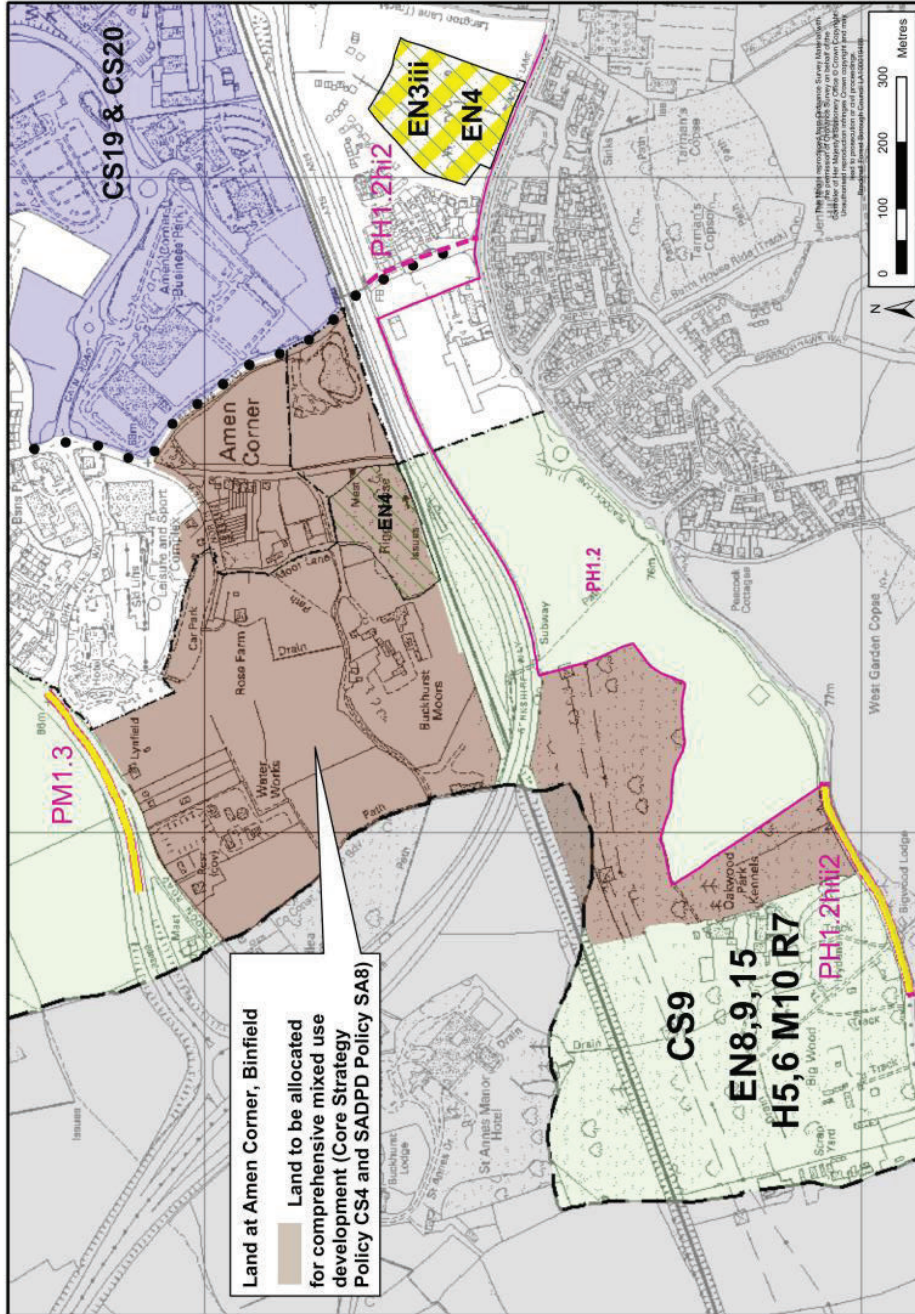
Map 54 Superseded Extract of Proposals Map to show allocation of land at Amen Corner North Urban Extension (Policy SA6)



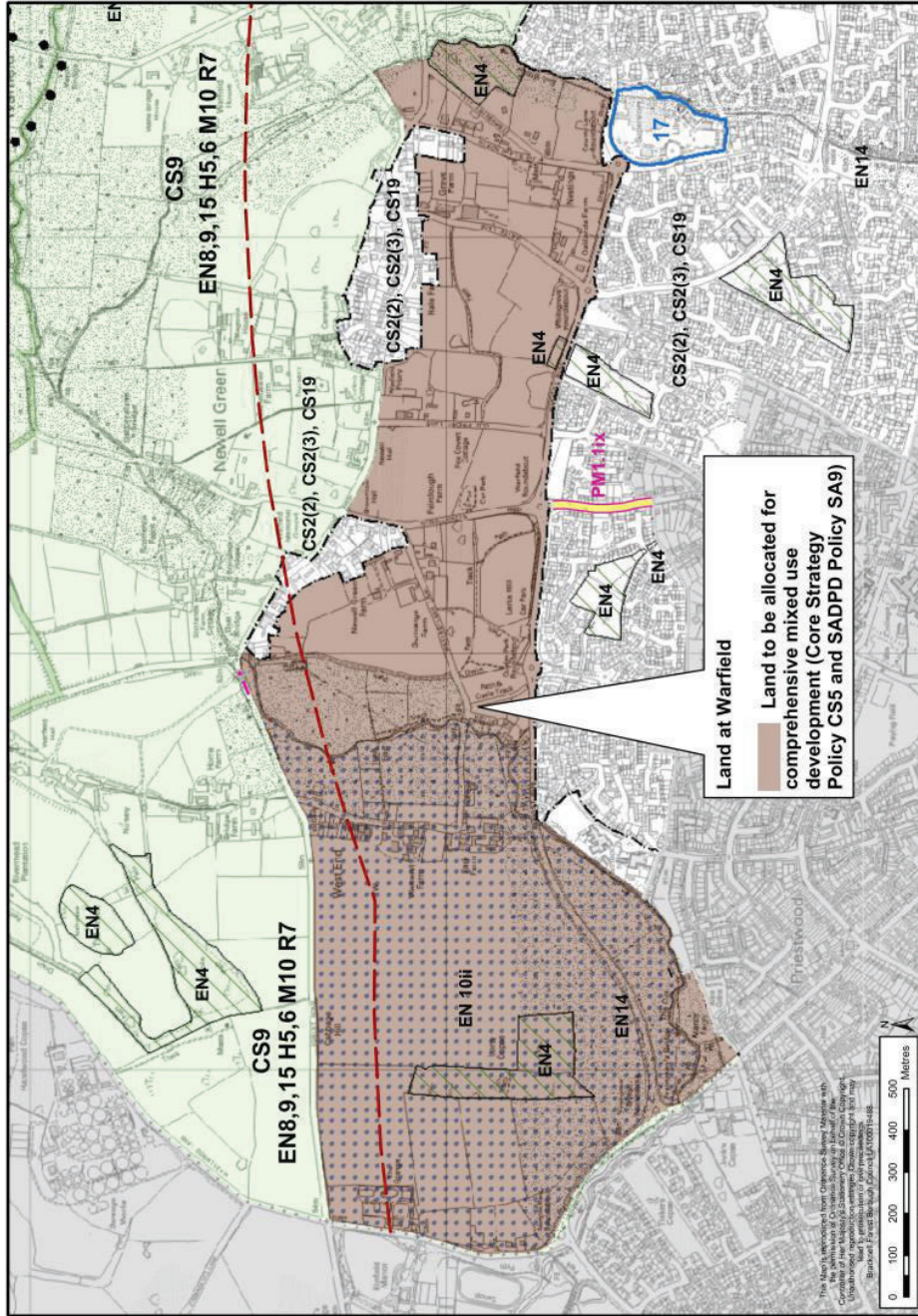
Map 55 Superseded Extract of Proposals Map to show allocation of land at Blue Mountain Urban Extension (Policy SA7)



Map 56 Superseded Extract of Proposals Map to show allocation of land at Amen Corner (south) (CS Policy CS4) Urban Extension (Policy SA8)



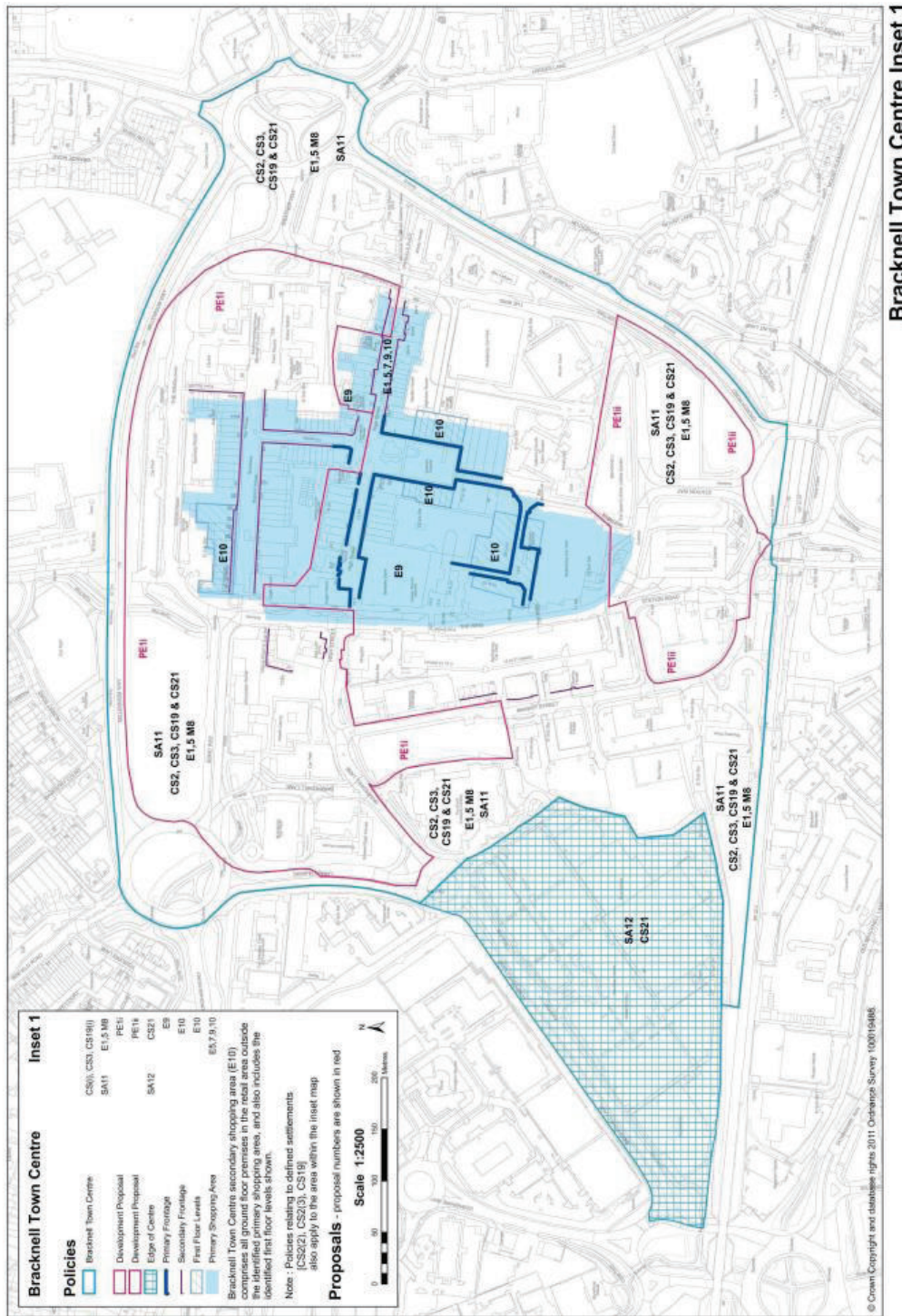
Map 57 Superseded Extract of Proposals Map to show allocation of land at Warfield (CS Policy CS5) Urban Extension (Policy SA9)



Note: It is not proposed to include Kennel Lane School within the area to be allocated for development in Warfield. An amendment to the existing settlement boundary is suggested to include the school within the defined settlement (see map in Appendix Map 90 'Plan to show change of settlement boundary to include Kennel Lane School.')

Appendix 10: New Appendix - Retail inset maps

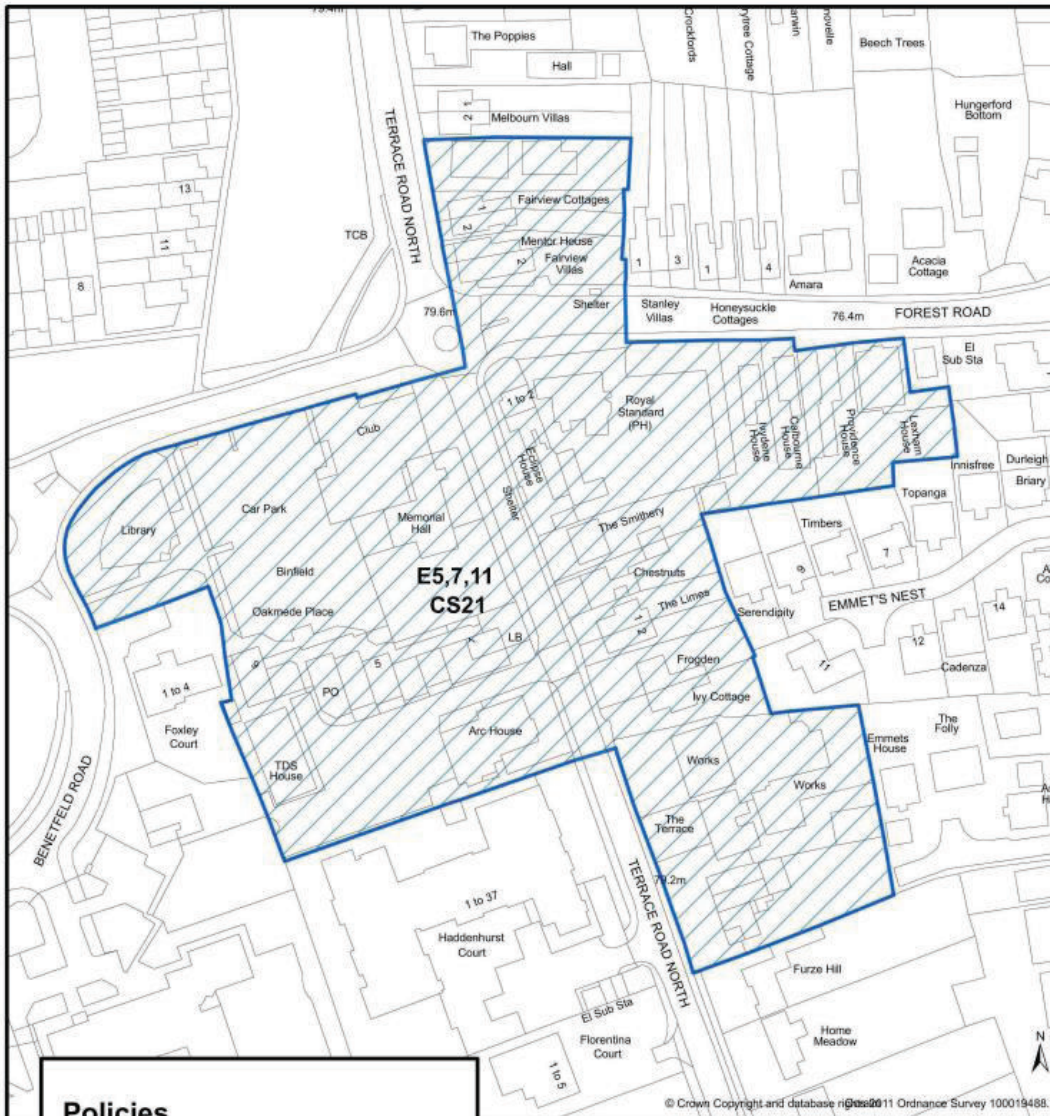
Map 58 Town Centre Inset Map




Bracknell Town Centre Inset 1

Map 59 Inset Map 2

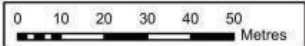
Inset 2 Binfield Village



Policies

 Local Centre E5,7,11 CS21

Scale 1:1,250



Inset 2 is on Proposals Map 1


Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map

Map 60 Inset Maps 4 and 5

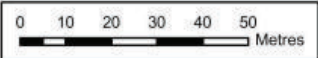
**Inset 4
Fernbank Road, Ascot**



Policies

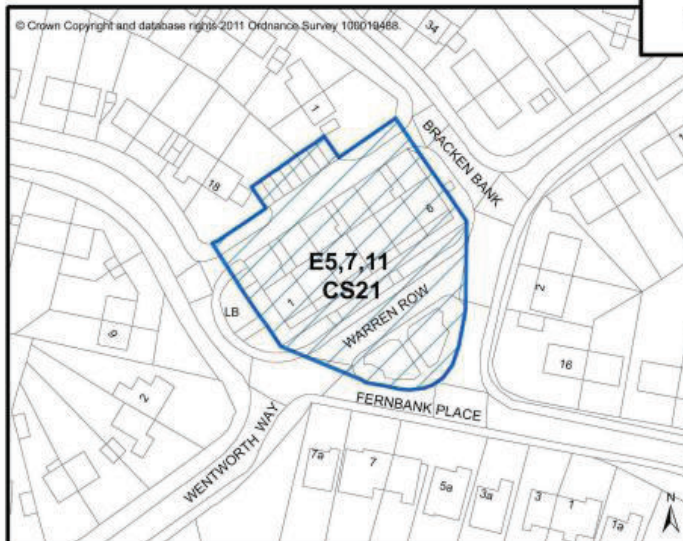
 Neighbourhood Centre
E5,7,11 CS21

Scale 1:1,250

 0 10 20 30 40 50 Metres

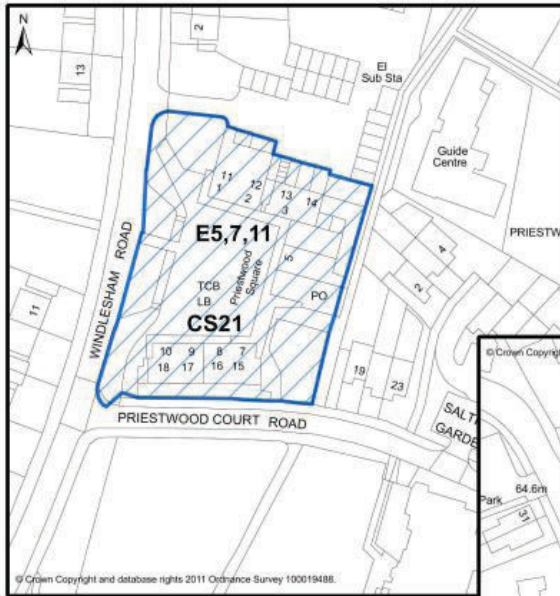
Inset 4 and 5 are on Proposals Map 3

**Inset 5
Warren Row, Ascot**

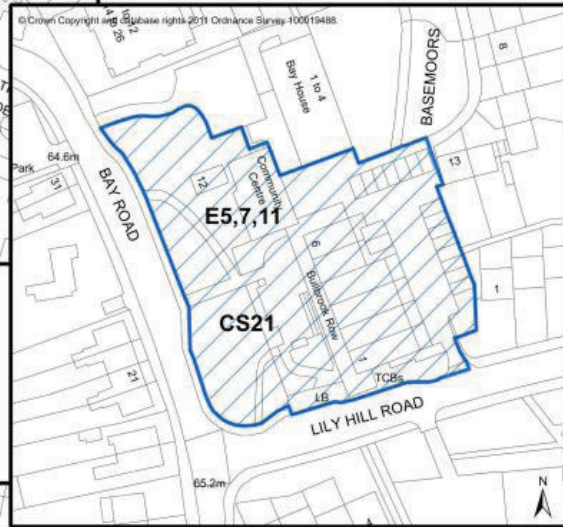


Note: Policies relating to defined settlements (E3 H1,2 R2) also apply to the area within this Inset Map

Map 61 Inset Maps 6, 7 and 8

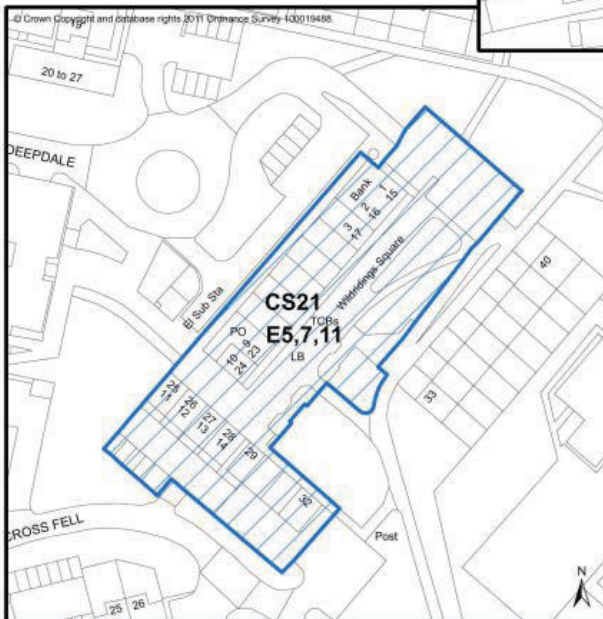


Inset 6
Priestwood Square




Inset 7
Bay Road,
Bullbrook


Inset 8
Wildridings Square 2011 proposal



Policies

 Local Centre
E5,7,11 CS21

Scale 1:1,250

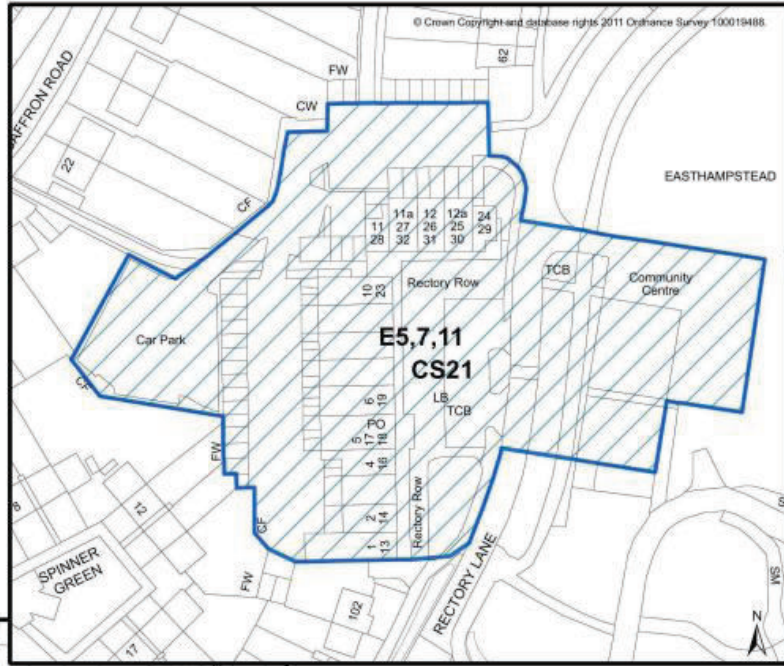
 0 10 20 30 40 50 Metres

Inset 6 to 8 are on Proposals Map 3

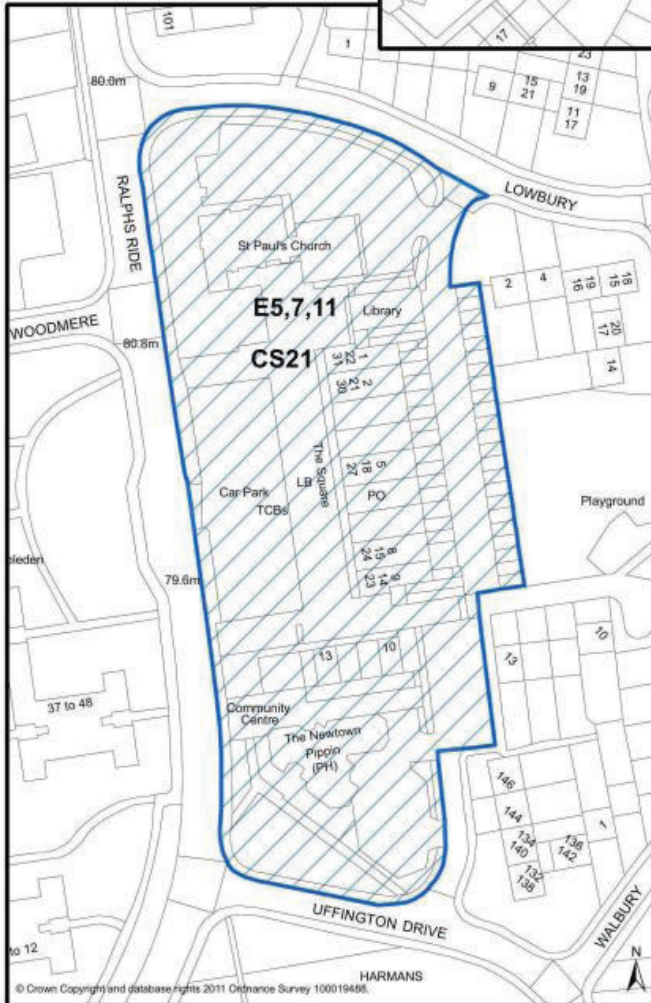
Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map

Map 62 Inset Maps 9 and 10


**Inset 9
Rectory Row,
Easthampstead**



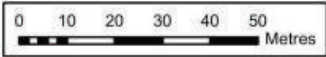
**Inset 10
Harmans Water**



Policies

 Local Centre
E5,7,11 CS21

Scale 1:1,250

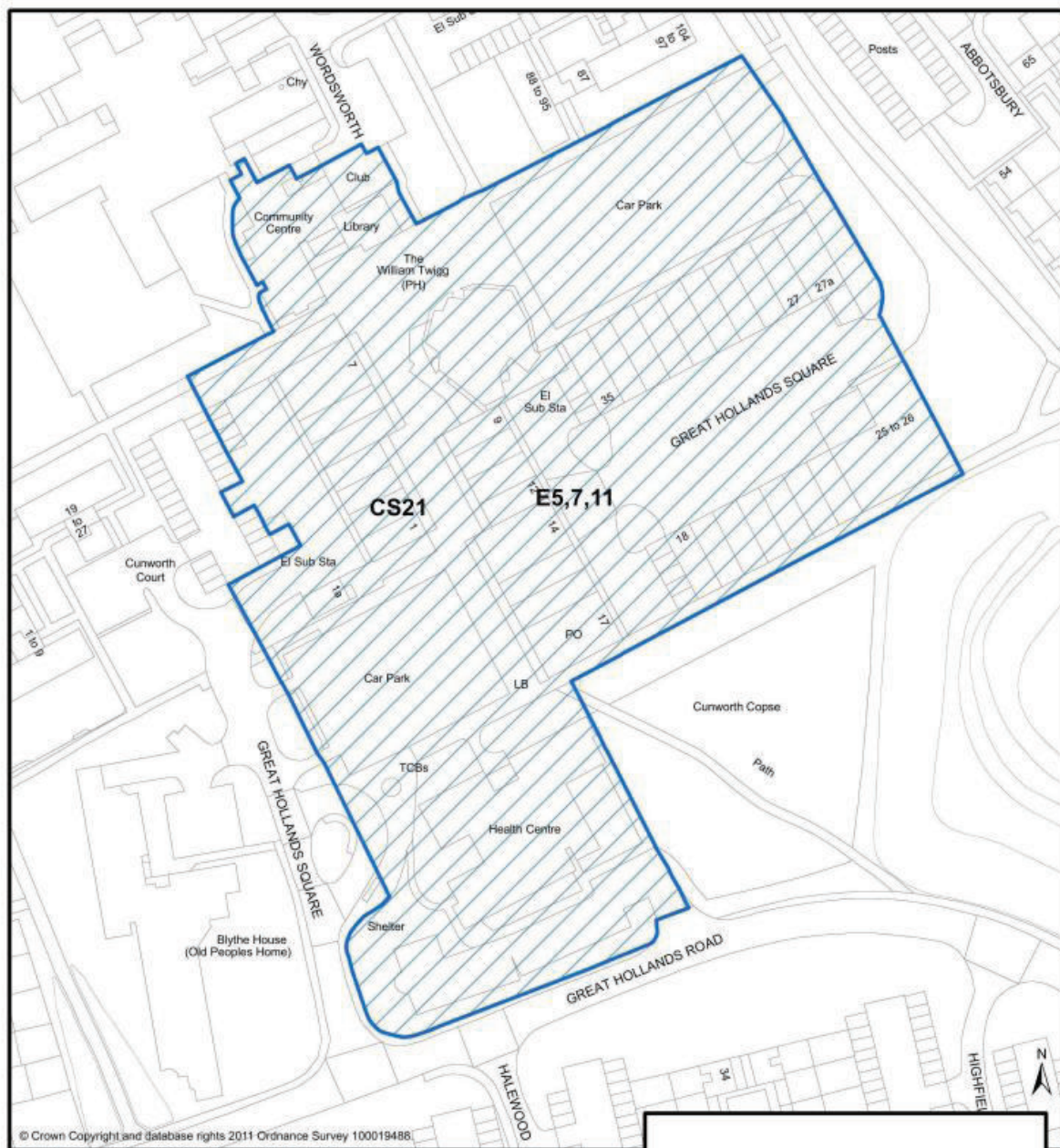
 0 10 20 30 40 50 Metres

Inset 9 and 10 are on Proposals Map 3

Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map


Map 63 Inset Map 11

Inset 11 Great Hollands Square

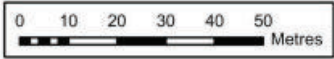


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Policies

 Local Centre
E5,7,11 CS21

Scale 1:1,250

 Metres


Inset 11 is on Proposals Map 3

Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map

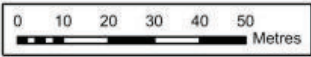
Map 64 Inset Maps 12 and 13

**Inset 12
Hanworth**

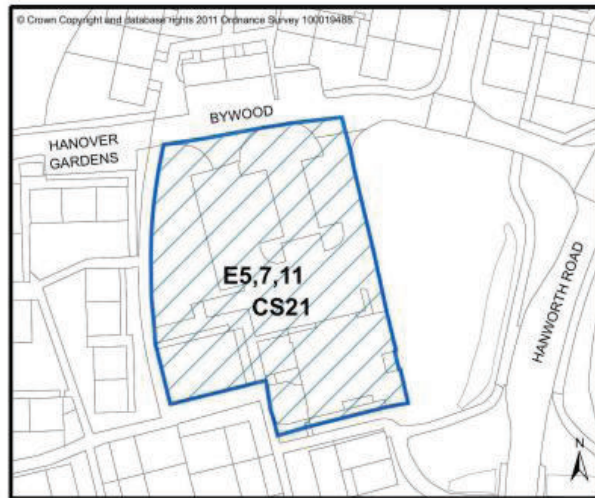
Policies

 Local Centre
E5,7,11 CS21

Scale 1:1,250

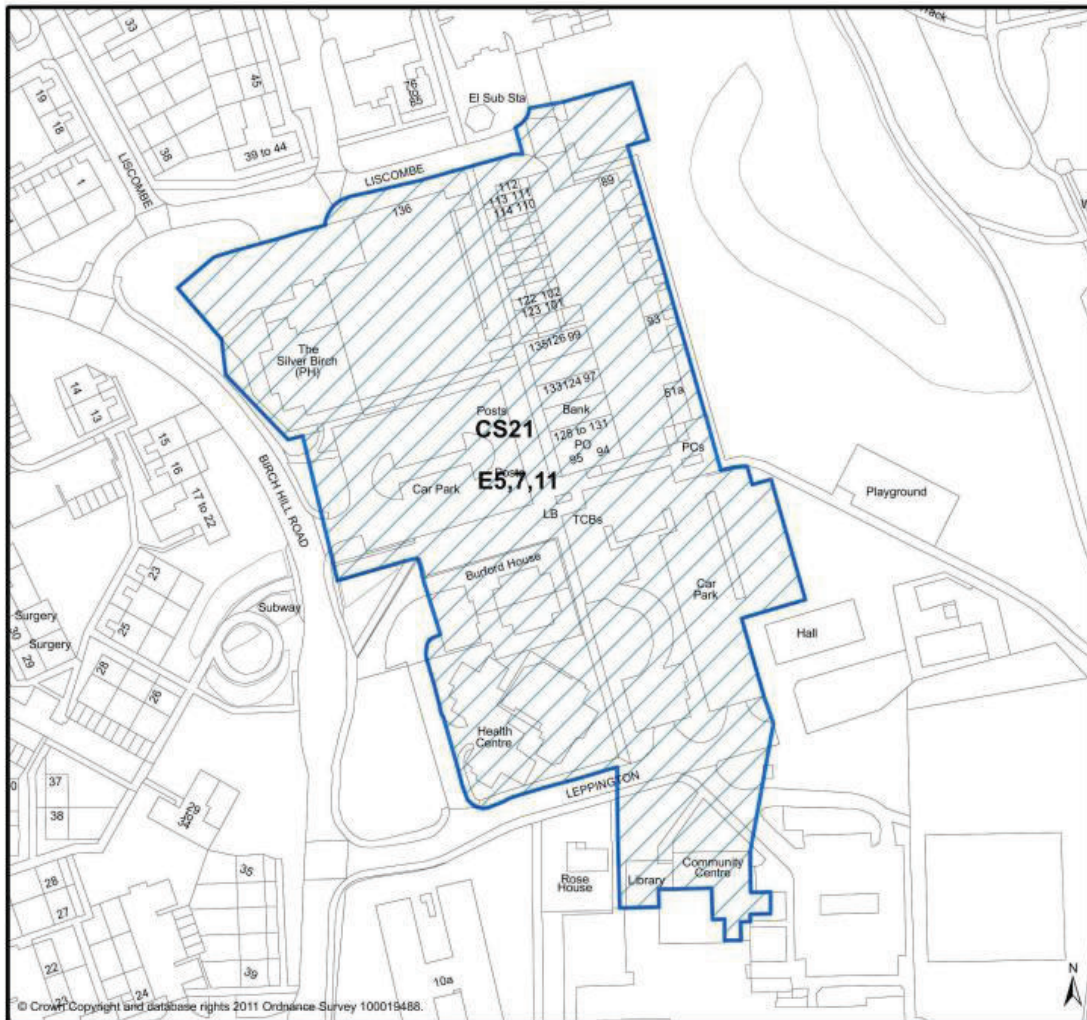
 0 10 20 30 40 50 Metres

Inset 12 and 13 are on Proposals Map 3



**Inset 13
Birch Hill**


Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map



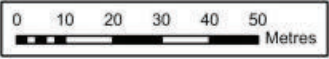
Map 65 Inset Maps 14 and 15

Inset 14
Crown Wood

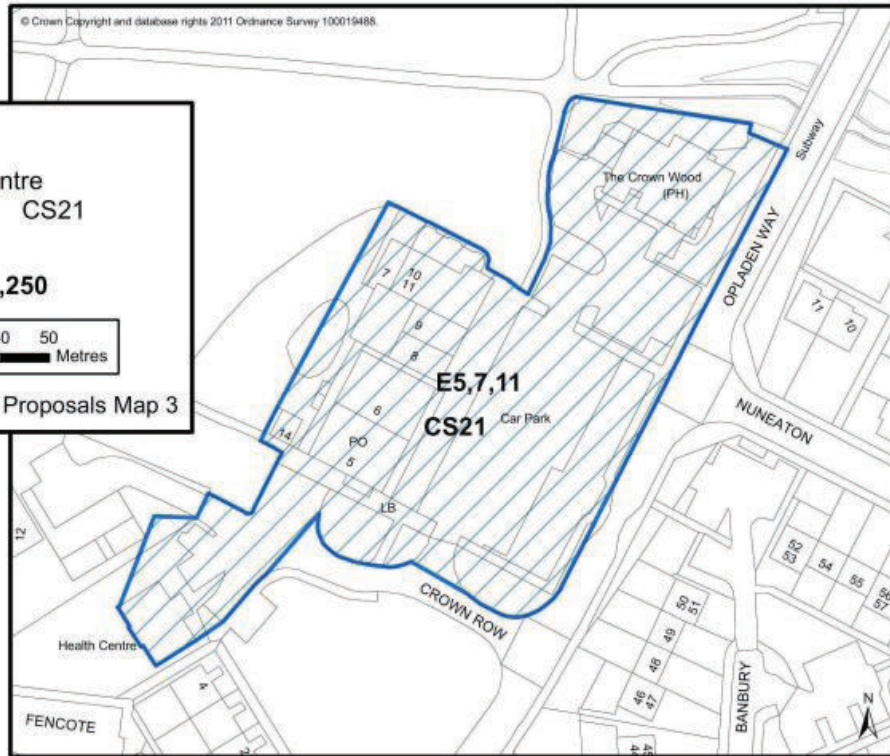
Policies

 Local Centre
E5,7,11 CS21

Scale 1:1,250

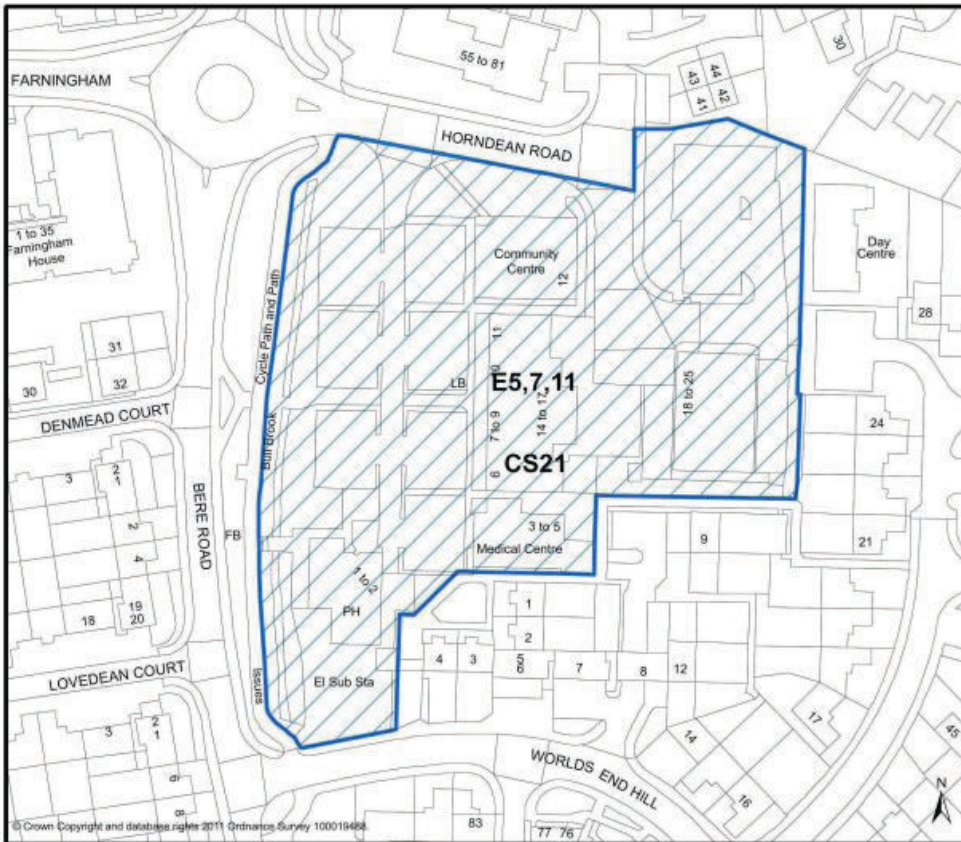
 Metres

Inset 14 and 15 are on Proposals Map 3



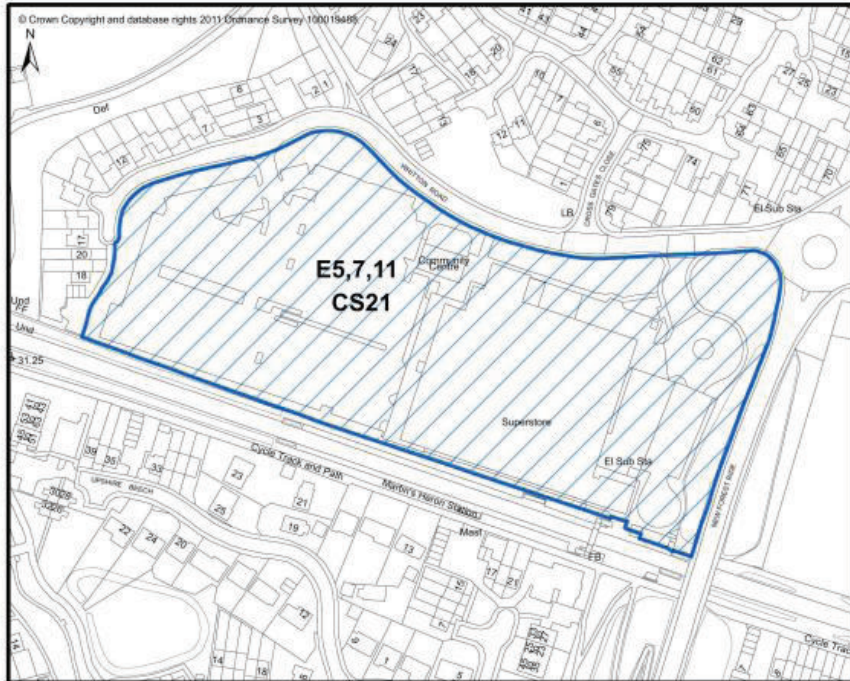
Inset 15
Horndean Road, Forest Park

Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map

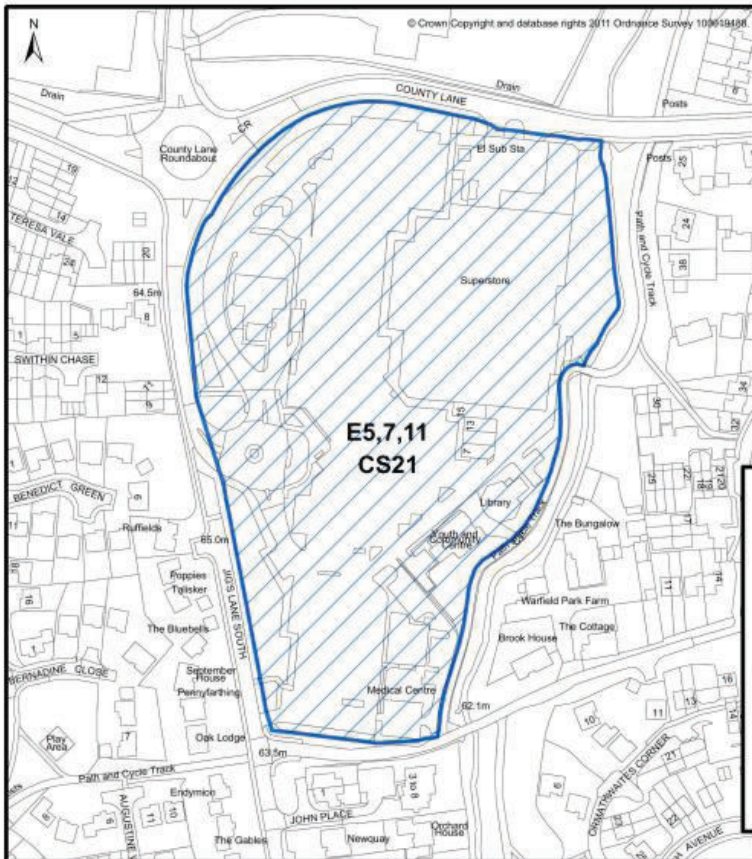


Map 66 Inset Maps 16 and 17

Inset 16
Martins
Heron




Inset 17
Whitegrove



Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map

Policies

 Local Centre
E5,7,11 CS21

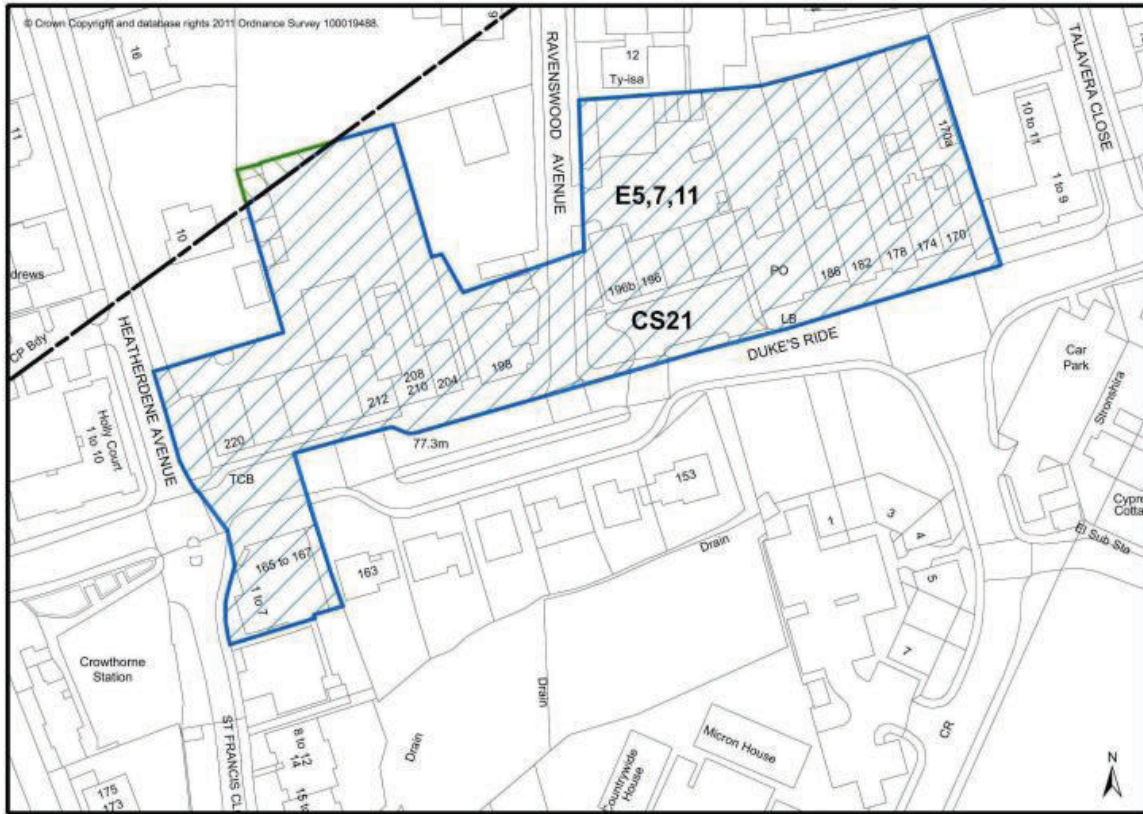
Scale 1:2,500



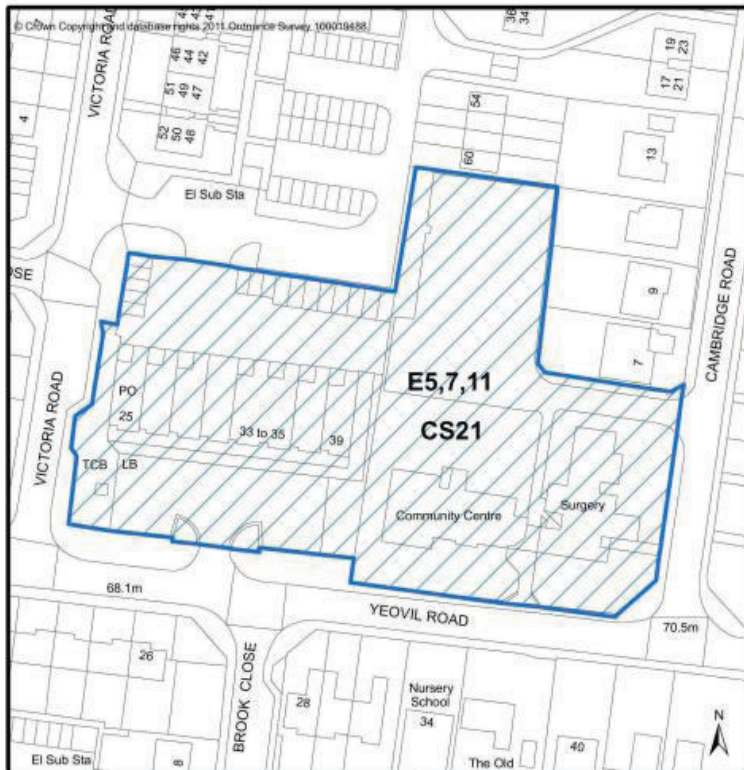
Inset 16 is on Proposals Map 3

Inset 17 is on Proposals Map 2

Map 67 Inset Maps 18 and 20



Inset 18
Crowthorne
Station Area



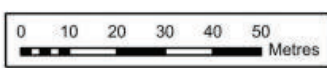
Inset 20
Yeovil Road,
Owlsmoor

Policies

- Local Centre
- E5,7,11 CS21
- Neighbouring

Authority Retail Boundary

Scale 1:1,250







Inset 18 and 20 are on Proposals Map 4

Note: Policies relating to defined settlements (CS2(2), CS3(2), CS19) also apply to the area within this Inset Map



Map 68 Inset Map 19

Inset 19 Crowthorne Centre

Policies

-  Centre Boundary E5
-  Primary Shopping Area CS21
-  Primary Frontage E5,7,10
-  Secondary Frontage

Proposals

-  Proposal Site
-  Highway Works

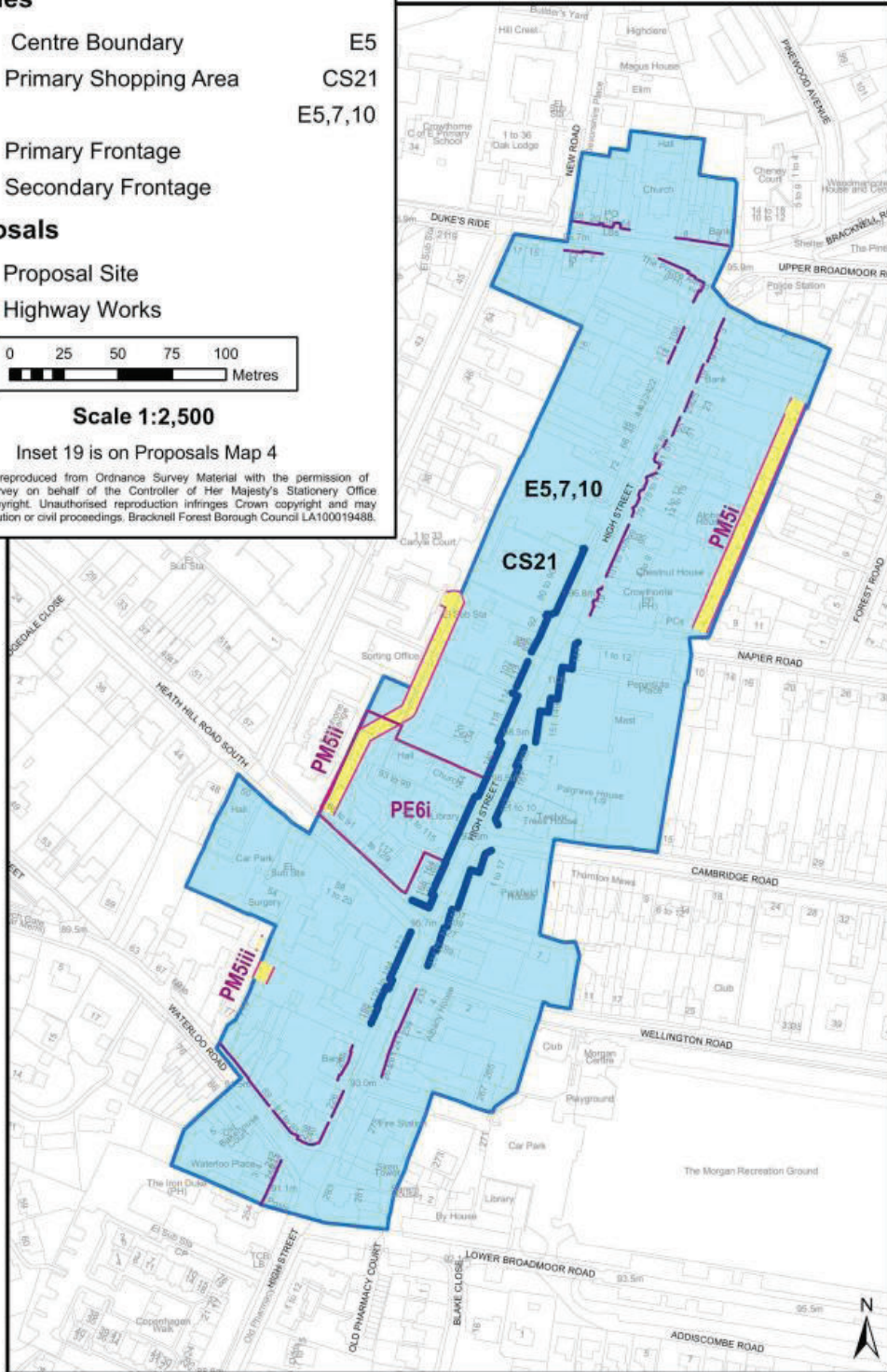
0 25 50 75 100 Metres

Scale 1:2,500

Inset 19 is on Proposals Map 4

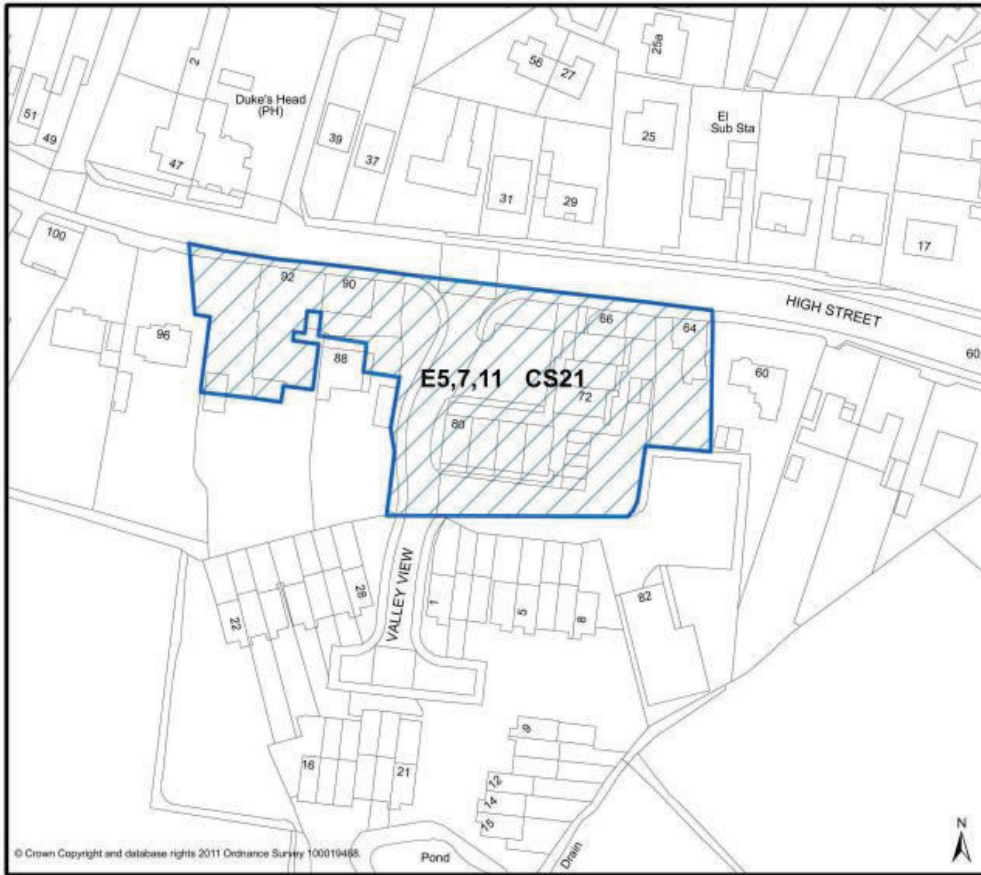
This Map is reproduced from Ordnance Survey Material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office © Crown Copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Bracknell Forest Borough Council LA100019488.

Note: Policies relating to defined settlements (CS2(2) CS(3) & CS19) also apply to the area within this inset map.




Map 69 Inset Map 21

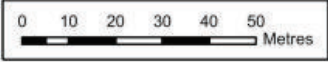
Inset 21 Old Mills Parade, High Street, Sandhurst



Policies

 Local Centre
E5,7,11 CS21

Scale 1:1,250

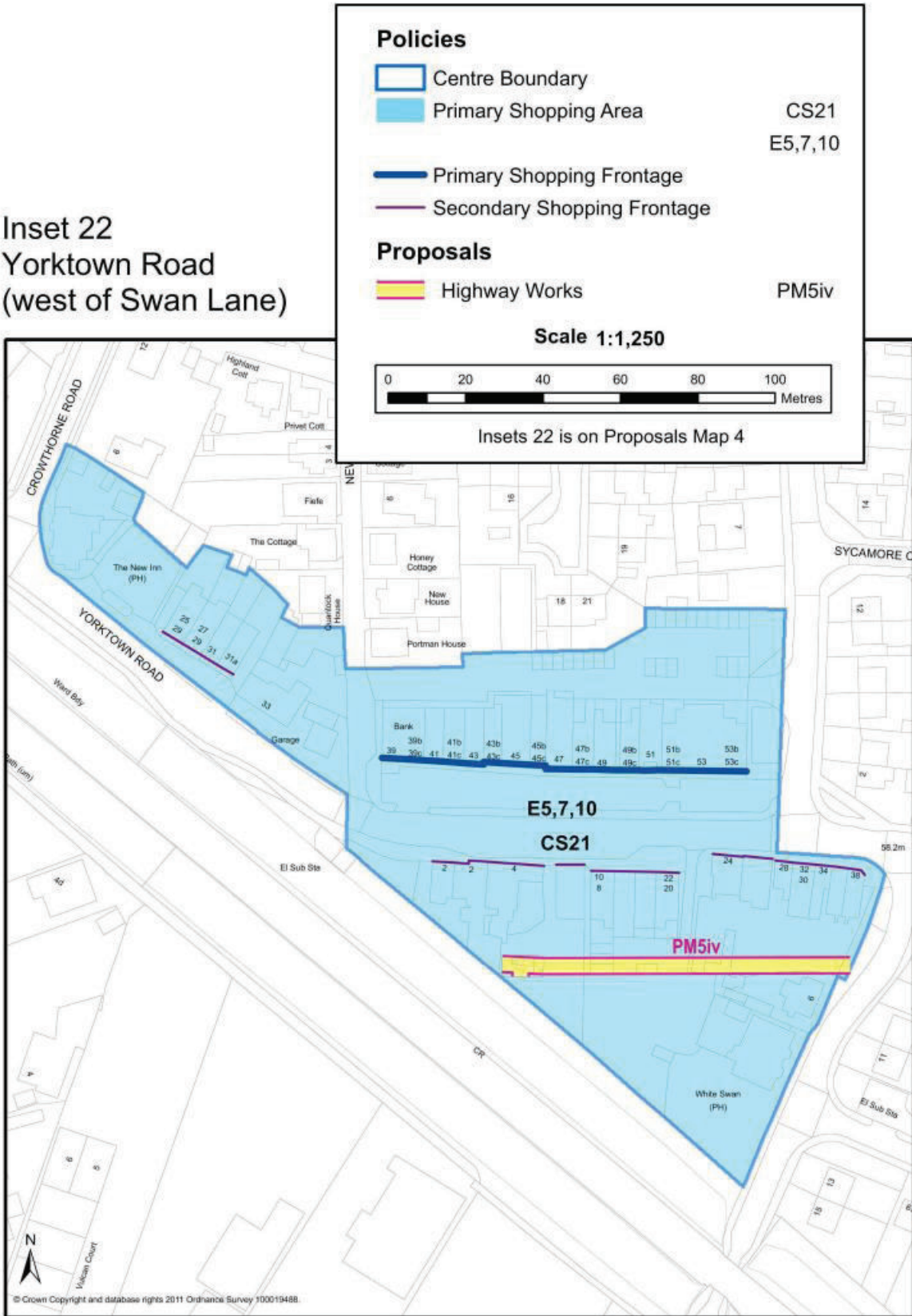
 0 10 20 30 40 50 Metres

Inset 21 is on proposals Map 4

Note: Policies relating to defined settlements (E3 H1,2 R2) also apply to the area within this Inset Map

Map 70 Inset Map 22

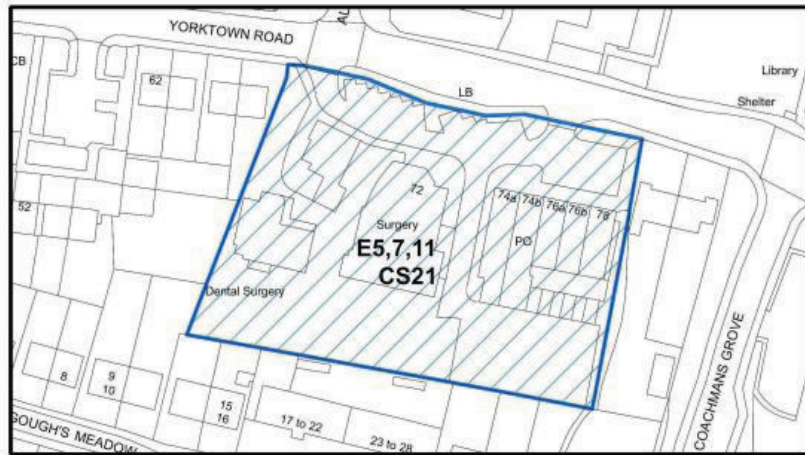
Inset 22 Yorktown Road (west of Swan Lane)



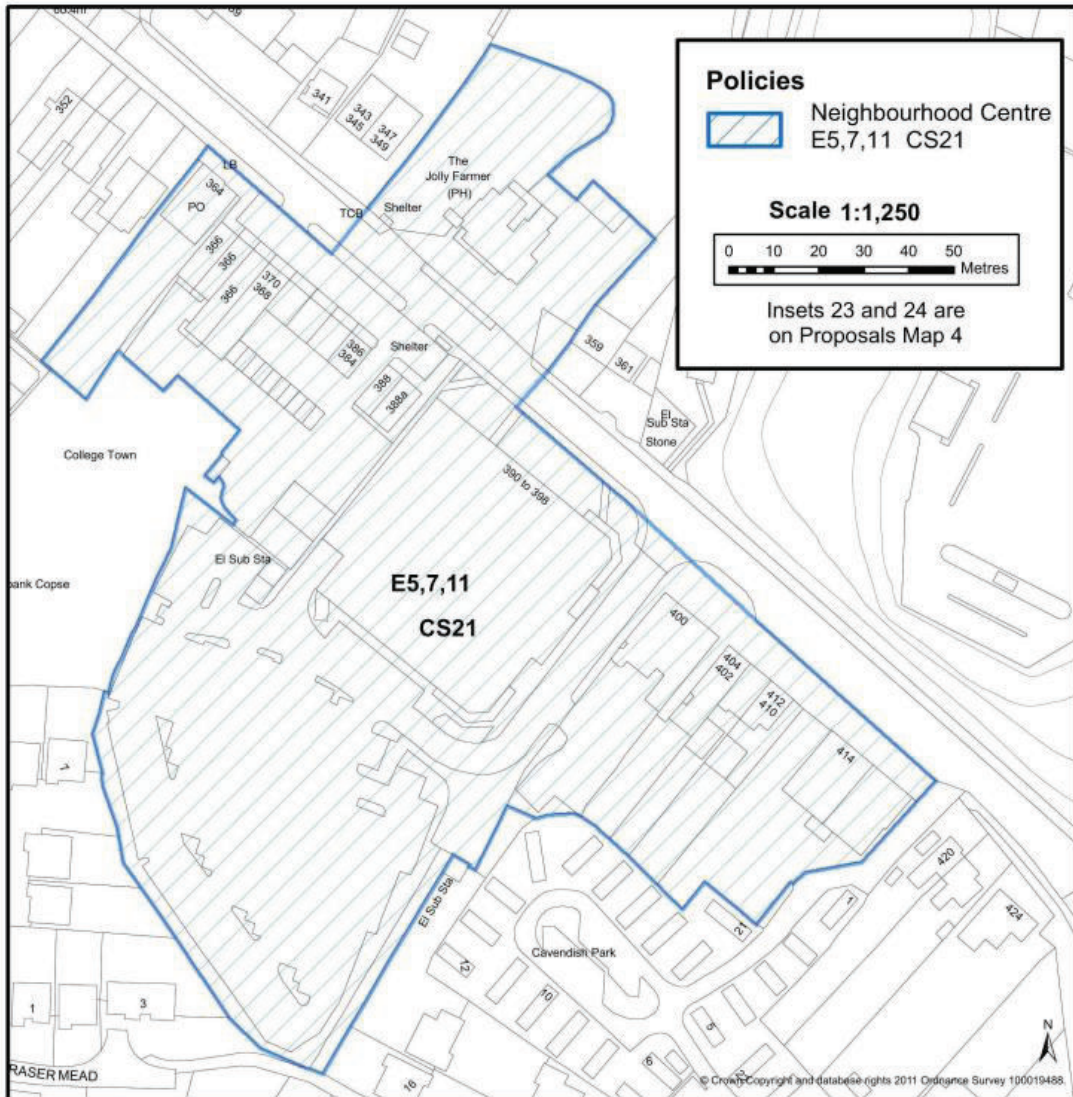
Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map

Map 71 Inset Maps 23 and 24

Inset 23
 Yorktown Road,
 (east of
 Swan Lane)



Inset 24
 Yorktown Road,
 College Town



Note: Policies relating to defined settlements (CS2(2), CS2(3), CS19) also apply to the area within this Inset Map

Appendix 11: New appendix. List of key background studies

1 A number of other supporting documents have been taken into consideration in preparing the SADPD. The table below sets out the title of the document, a summary of what it contains, the author and date it was prepared:

Table 8 List and summary of supporting evidence.

Document Title	Author	Date Prepared	Summary of Document
Archaeological Site Assessments SADPD Library Ref: SAL 13	Berkshire Archaeology	March 2010	Provides an assessment of the 8 Broad Areas identified at the Issues and Options (SADPD Participation) stage. Sets out archaeological elements that are present, or likely to be present and recommends a further programme of assessment to be undertaken.
Bracknell Forest Housing Market Assessment (HMA) SADPD Library Ref: SAL32	DTZ	October 2011	The HMA looked at how the characteristics of households and dwellings varied across the Borough, established the mix of different households likely to require housing in the future and provided updated evidence on the need for affordable housing in the Borough. In addition the report looked at population and household growth rates, the size of dwellings that might be required by the Borough in the future and considered the influence of economic factors such as earnings and unemployment levels on the performance and characteristics of the housing market
Draft Submission SADPD Background Paper SADPD Library Ref: SAL49	BFC	November 2011	Provides the background for allocations set out in the Draft Submission Document.
Employment Land Review (ELR)	Roger Tym & Partners/Vail Williams	December 2009	The objectives of the study are to understand market areas and segments in the Borough; to provide an understanding of the existing employment land supply in the Borough; to provide an assessment of the future demand for employment (types and locations) in the

Document Title	Author	Date Prepared	Summary of Document
SADPD Library Ref: SAL11			Borough; to assess the suitability of individual sites, whether existing or proposed for future employment uses; and to inform the allocation of, and detailed policy approach to, employment development through the Local Development Framework process.
Habitat Regulations Appropriate Assessment (HRA Assessment) SADPD Library Ref: SAL33	BFC	November 2011	<p>To assess the impact of the SADPD on the Thames Basin Heaths Special Protection Area has been considered in the Habitats Regulations Appropriate Assessment – Site Allocations DPD.</p> <p>It is for the competent authority (Bracknell Forest Council) to consider the likely and reasonably foreseeable effects and to ascertain that the plan will not have an adverse effect on the integrity of the site before it may be adopted.</p> <p>The Appropriate Assessment has therefore been produced in accordance Regulation 61 of the Habitats Regulations which assesses the possible effects of the various proposals in the Site Allocations DPD on, or potentially affecting any Natura 2000 Sites (i.e. the Thames Basin Heaths Special Protection Area).</p>
Infrastructure Delivery Plan (IDP) SADPD Library Ref: SAL34	BFC	November 2011	<p>The IDP sets out the infrastructure needs for the development areas identified in the SADPD to make new growth sustainable, including the urban extensions, edge of settlement sites and those within existing settlements. The IDP sets out the mitigation strategy for new development, gives an indication of costs, phasing and dependencies. The IDP covers infrastructure from both internal and external providers and covers a wide range of physical, social and green infrastructure.</p> <p>The majority of the information contained within the IDP is for the urban extensions as the majority of the smaller sites will be subject to the requirements set out in Limiting the Impact of Development SPD.</p> <p>Although the IDP will be associated with the SADPD it will also have a life of its own outside of the SADPD and will be a 'live' document so it can be updated and amended as necessary and as requirements change over time.</p>

Document Title	Author	Date Prepared	Summary of Document
			The IDP contains relevant capacity work (in service areas where deemed necessary), to identify any shortfalls in capacity in existing infrastructure provision in the Borough.
Landscape Capacity Study SADPD Library Ref: SAL14	Kirkham Landscape Planning Ltd	April 2010	Sets out the Landscape Capacity of the 8 Broad Areas identified at the Issues and Options (SADPD Participation) stage. Divides each of the areas into landscape categories, describes the key features and assesses them in terms of their landscape capacity (low capacity being little scope for change due to a high landscape sensitivity and high capacity being more scope for change due to a low landscape sensitivity). Builds on the Landscape Analysis of Sites Allocations and an Assessment of Gaps/Green Wedges (Entec, June 2006). The Entec study formed a supporting document to the Core Strategy.
Updated Landscape Analysis SADPD Library Ref: SAL35	Kirkham Landscape Planning Ltd	August 2011	Sets out landscape analysis on the urban extension sites and edge of settlement sites contained in the Preferred Option and provides responses to landscape issues raised on these sites through the Preferred Option consultation. Also provides analysis on edge of settlement sites promoted through responses to the Preferred Option.
Masterplan Support SADPD Library Ref: SAL18	Urban Initiatives	October 2010	Study provides an appraisal of the 8 Broad Areas identified at the Issues and Options (SADPD Participation) Stage. Recommends options and concept plans for the 4 urban extension Preferred Option sites. A concept plan is also included for land at Warfield (Core Strategy Policy CS5)
Market Perspective of Bracknell Forest Borough Office Floorspace SADPD Library Ref: SAL36	Hicks Baker	October 2011	This report gives a current market perspective on the office floor space stock within the geographical boundary of Bracknell Forest Borough. The report will support the SA DPD Submission Document.

Document Title	Author	Date Prepared	Summary of Document
Phase 1 Ecological Survey SADPD Library Ref: SAL15	John Wenman Ecological Consultancy	June 2010	Provides an assessment of the habitats and protected species within the 8 Broad Areas identified at the Issues and Options (SADPD Participation) Stage (with the exception of Broad Area 2 - Broadmoor and the land to the south of Nine Mile Ride within Broad Area 3 - these are covered by other evidence submitted in connection with a planning application and pre-application discussions). Sets out survey finds and recommends further survey work to be undertaken in the form of a Phase 2 Ecological Survey.
Retail Study SADPD Library Ref: SAL10	GVA Grimley	May 2008	Undertakes a review of the current and projected retail catchment areas of Bracknell town centre and other main retail centres in the Borough; assesses the need, scope and capacity for further comparison and convenience goods floorspace at 2011 and 2016, with an indicative suggestion of figures up to 2026; identifies any shortfalls in the existing retail offer of the Borough and suggest how they could be remedied; and in light of the capacity and need identified, assess the resultant diversion of expenditure (and expenditure growth) from other centres, and hence the retail impact on those centres.
Strategic Flood Risk Assessment (SFRA) SADPD Library Ref: SAL17	Halcrow Group Ltd	August 2010	Updates the SFRA previously carried out by Entec in August 2006 (in support of the Core Strategy). The SFRA is carried out in accordance with Planning Policy Statement 25 (PPS25): <i>Development and Flood Risk</i> (March 2010). The document sets out the flood risk for the Borough. In general the risk of flooding is low. Recommends that given the large proportion of the Borough within Flood Zone 1, it is that the allocation of new development should avoid encroaching on the floodplain. Where development within Flood Zones 2, 3a and 3b is unavoidable the sequential approach of PPS25 must be followed. The document also assesses the 8 Broad Areas identified at the Issues and Options (SADPD Participation) Stage: only two area (East Binfield and North Warfield) are located within Flood Zones 2 to 3b. For these Broad Areas it is recommended that either the land be left in its natural state, or land uses such as parks or playing fields be allocated here as these can be allowed to flood, thus avoiding the loss of floodplain area. However, this should not reduce the importance of flood risk in the planning process. The impact of climate change on fluvial flooding and rainfall runoff should be

Document Title	Author	Date Prepared	Summary of Document
			a high priority in development planning. Concluded that based on the Borough's future development needs and the proposed development sites, it was found there is sufficient land in Zone 1 to preclude the need to direct strategic new development to any of the higher risk flood zones.
Strategic Housing Land Availability Assessment (SHLAA) (Base date March 2009) SADPD Library Ref: SAL12	BFC	February 2010	Identifies sites with potential for housing; assesses their housing potential; and assesses when they are likely to be developed. It Identifies sites that have been submitted to the Council by landowners and organisations, for consideration as to their development potential. It identifies sites with potential for housing; assesses their housing potential; and assesses when they are likely to be developed. The SHLAA looks at whether the sites are deliverable (i.e. available, suitable for development, and likely to come forward in a reasonable timescale) and developable. However the SHLAA does not allocate sites for development; rather it informs the preparation of the documents that do (i.e.SADPD). It covers the period April 2009 to March 2024 broken down into three 5 year time bands (2009-2014; 2014-2019 and 2019-2024). The objective of the document is also to inform subsequent allocation of sites in the SADPD, and to inform the plan, monitor and manage approach to provision of housing land and the Council's assessment of a five year supply of deliverable sites as required by PPS3.
SHLAA Monitoring Report (Base date March 2011) SADPD Library Ref: SAL37	BFC	August 2011	Updates the SHLAA covering the period April 2011 - March 2026. The three 5 year time bands have been updated to reflect data collected as a result of the commitments process and other information received about sites. The time bands are: 2011-2016; 2016-2021; and 2021-2026.
Sustainability Appraisal (SA) incorporating SEA), Draft Submission	BFC	November 2011	An essential consideration when drawing up planning documents is their effect on the environment and people's quality of life, both now and in the future. To help address this, Sustainability Appraisals and Strategic Environmental Assessments are carried out

Document Title	Author	Date Prepared	Summary of Document
<p>Site Allocations DPD & Appendices</p> <p>SADPD Library Ref: SAL50</p> <p>Sustainability Appraisal (SA) Incorporating SEA) Non-Tech Summary, Draft Submission Site Allocations DPD</p> <p>SADPD Library Ref: SAL51</p>			<p>alongside the preparation of these plans to make sure social, environmental and economic issues are taken into account at every stage so that sustainable development is delivered on the ground. It also appraises the different options that are put forward.</p>
<p>Transport Accessibility Assessment (Draft)</p> <p>SADPD Library Ref: SAL22</p>	WSP and BFC	November 2010	<p>The Council with its consultants WSP, has completed a Transport and Accessibility Assessment of the eight potential Broad Area options to deliver the Council's housing allocation in the emerging Site Allocation Development Plan Document. It is an early desk top consideration of the Broad Area options against the existing transport situation with known planned improvements to the highways network. It is consistent with earlier transport assessment work associated in support of the Council's Core Strategy Development Plan Document called the Local Development Framework Site Assessment Study – Final Report (August 2006) by WSP.</p> <p>The boundaries of the eight Broad Area options were broadly similar to those in the 2006 study but the level of development considered has changed. Further changes to the road network have also been made or will be made which therefore requires an updated assessment based on the eight Broad Area options.</p>

Document Title	Author	Date Prepared	Summary of Document
			<p>The new assessment, as in the 2006 study, scores and ranks the Broad Area options in terms of their development suitability in sustainable transport terms.</p> <p>This study provides a desk top assessment and scores each Broad Area option against a number of criteria:</p> <ul style="list-style-type: none"> • Congestion – the proximity of each Broad Area option to identified congestion hotspots. • Road improvements – whether each Broad Area option passed through a known planned improvement on route to Bracknell town centre. • Road Safety through cycling and pedestrian provision – whether each Broad Area option was within, adjacent to or not near the existing pedestrian and cycle network. • Accessibility – each Broad Area option against: <ul style="list-style-type: none"> • Access by foot to local centres. • Physical barriers preventing accessibility. • Access to the Bracknell town centre • Access to external centres. • Public Transport – each Broad Area against : <ul style="list-style-type: none"> • Public transport access to the town centre. • The potential for public transport improvements. • Local Transport Plan public transport improvements. • The proximity to rail stations. • The proximity to long distance routes. <p>Further detailed work through detailed modelling will be undertaken as the Site Allocations DPD is developed further which will look at improvements the preferred options for development could deliver.</p>
Bracknell Multi-Modal Transport Model Development and Validation Report	WSP WSP	June 2011 August 2011	<p>Transport Modelling</p> <p>The Council has assessed the current and future transport network using the Bracknell Multi-Modal Transport Model (BMMTM). This analysis identifies issues at key locations in the Borough’s road network,</p>

Document Title	Author	Date Prepared	Summary of Document
<p>SADPD Library Ref: SAL38</p> <p>Bracknell Multi-Modal Transport Model , Forecast Model Development and Assessment Report</p> <p>SADPD Library Ref: SAL39</p>			<p>using scenarios before and after the implementation of forecast assumptions. All scenarios are compared to each other in terms of journey times at the identified key locations. This provides a context for the journey time analysis and a summary of the main results. A summary of the work undertaken and the published reports is as follows.</p> <p>Bracknell Multi-Modal Transport Model</p> <p>The BMMTM is a computer generated simulation of existing and future transport networks and shows the travel demand by car, HGV, bus, rail, cycle and on foot between locations within the borough. It provides a strategic analysis tool covering all principal routes, and provides inputs to separate, more detailed programs that assess the performance of individual junctions. As well as identifying travel demand patterns, the model can show where pressures exist in networks and predict where new developments or transport schemes will have an impact. It can identify the routes taken by vehicles and where bus passengers will board or alight.</p> <p>The model was developed and validated to represent the transport network in Bracknell Forest in 2007 (base year) during the AM (0800 – 0900) and PM (1700 – 1800) peak hours. It was built using observed data on traffic flows, public transport provision and patronage and journey times on set routes. It includes all major junctions in the borough and, where appropriate, real signal timing data. The model also now represents Wokingham’s development in location-specific detail, particularly within the town centre and the areas of Wokingham Borough bordering Bracknell Forest. This follows close partnership working with Wokingham Borough Council. Details of how the base year models were built are in the Bracknell Multi-Modal Transport Model – Model Development and Validation Report (WSP) in June 2011.</p> <p>In addition to the base year, there are AM and PM peak forecast models representing alternative development scenarios in the year 2026. These show the likely traffic impacts that will result from new developments, infrastructure improvements and changing travel choices within both Bracknell and Wokingham. The</p>

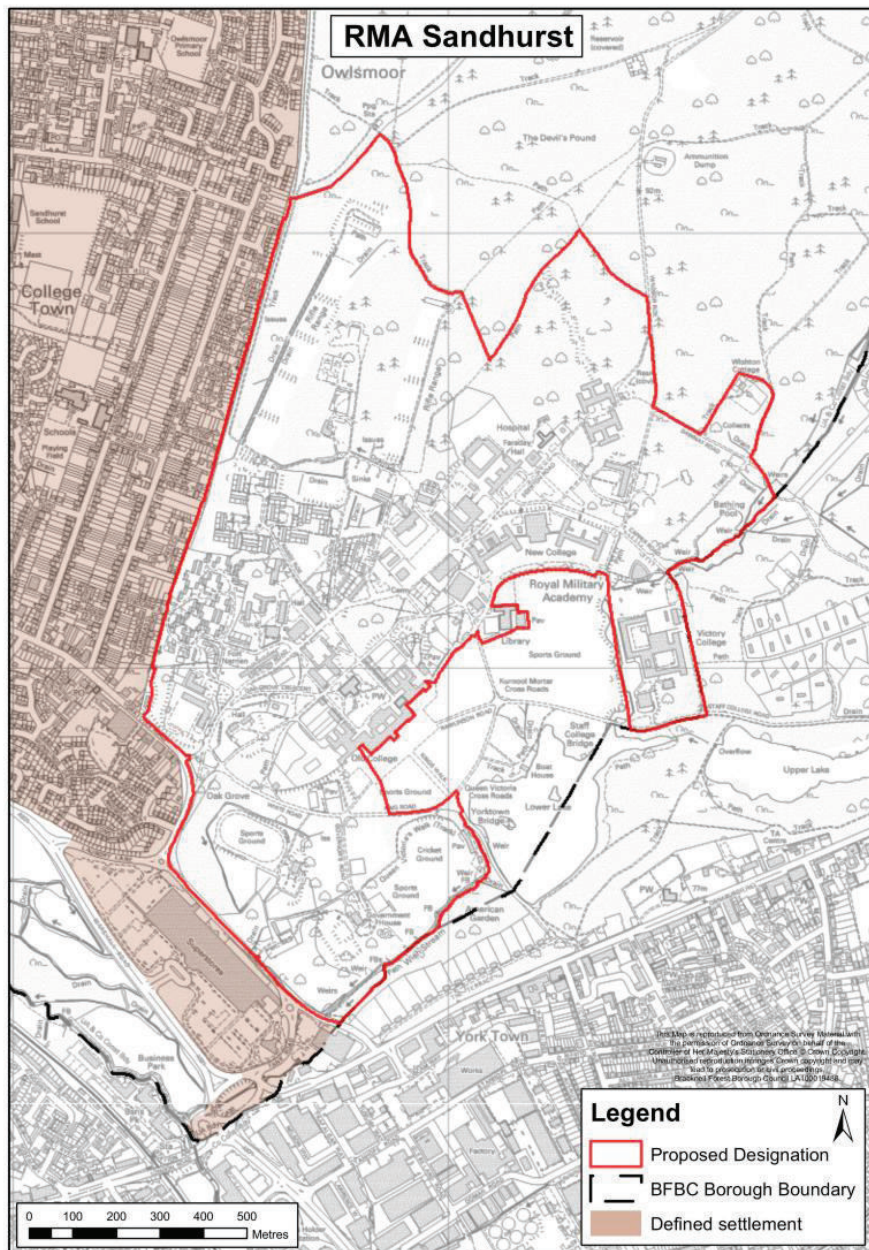
Document Title	Author	Date Prepared	Summary of Document
			<p>Forecast Model Development and Assessment Report (WSP) (August 2011) details two transport modelling scenarios in 2026:</p> <ol style="list-style-type: none"> 1. Core Forecast. This represents the Core Strategy DPD and includes all known developments (committed and proposed), including the proposed SADPD sites in Bracknell. It also incorporates proposed development in Wokingham, including their Strategic Development Location sites. 2. Reference Case. This includes only committed development and thus removes the following developments from the Core Forecast to form the Reference Case: <ul style="list-style-type: none"> • Amen Corner development • Warfield SPD site – (northern fringe). • SADPD sites and infrastructure. <p>The growth associated with these sites is still included in the Reference Case model, but only as part of the general growth in background traffic, rather than concentrated in these specific locations.</p> <p>The report highlights where traffic flows are expected to change as a result of the Core Strategy and SADPD proposals. It also identifies the junctions that are likely to require improvements to reduce delays and lower journey times.</p>
<p>Bracknell Forest</p> <p>Journey Time Report</p> <p>SADPD Library Ref: SAL40</p>	<p>BFC</p>	<p>September 2011</p>	<p>Bracknell Forest Journey Time Report</p> <p>This report dated October 2011 accompanies the Forecast Model Development and Assessment Report to demonstrate how journey times are affected by each forecast scenario. The model shows cumulative travel times along defined routes, and these are displayed graphically in the report to compare each scenario and identify where delays occur. Seven journey time routes were assessed in both directions and in both peak hours. The journey time assessments covered the major routes through the Borough.</p> <p>The report also includes a tabular summary that compares the overall travel times for each route in the base year, reference case, core forecast and final forecast models. The percentage difference in travel time between the final forecast and the reference case</p>

Document Title	Author	Date Prepared	Summary of Document
			<p>and core forecast scenarios is also shown, together with an overall average difference taken across all routes.</p> <p>This shows the following overall journey time comparisons:</p> <ul style="list-style-type: none"> • AM Peak Final Forecast journey times are 19% lower than in Reference Case • AM Peak Final Forecast journey times are 9% lower than in Core Forecast • PM Peak Final Forecast journey times are 14% lower than in Reference Case • AM Peak Final Forecast journey times are 10% lower than in Core Forecast <p>This methodology is a very effective way to demonstrate how the transport network performs given alternative levels of development and mitigation.</p>
<p>Junction Improvements and Measures Paper</p> <p>SADPD Library Ref: SAL41</p>	BFC	September 2011	<p>Modelling Junction Improvements and Measures</p> <p>A set of draft schemes and improvements was developed (detailed in the Junction Improvements and Measures Paper September 2011). These improvements were added to the model to provide a third scenario in 2026 called the Final Forecast.</p> <p>This scenario develops the Core Forecast and includes all proposed developments and network improvements (e.g. Twin Bridges and Corel Reef), adding proposed mitigation measures in Bracknell and the Wokingham area.</p>
<p>Draft Strategic and Small Sites Viability Study</p> <p>SADPD Library Ref: SAL42</p>	Dixon Searle	November 2011	<p>Considers the likely financial viability of development on the SADPD sites. Represents a high level review due to limitations on the level of detail available. Uses residual valuation techniques - this involves assessing the value of the completed development (Gross Development Value) and deducting all costs (build costs, surveys, fees, acquisition, finance, marketing etc.) which need to be expended to create value along with a level of developer's profit. This is then subjected to sensitivity testing to provide a range of possible outcomes.</p>

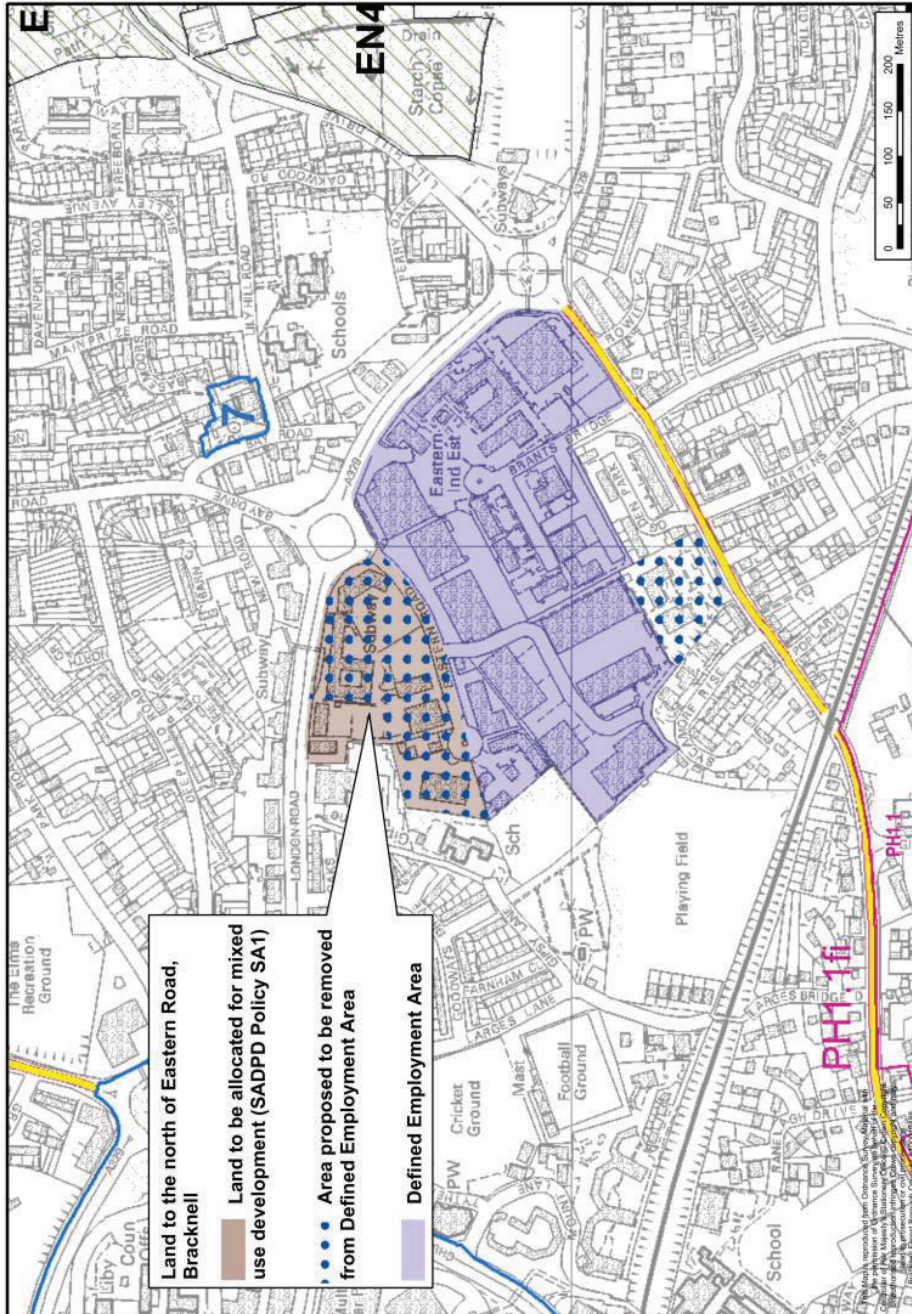
2 All documents associated with the production of SADPD are listed in the Site Allocations DPD library, available to view on the Council's web site:
<http://www.bracknell-forest.gov.uk/salibrary>

Appendix 12: Appendix to be removed - Employment area proposals map extracts

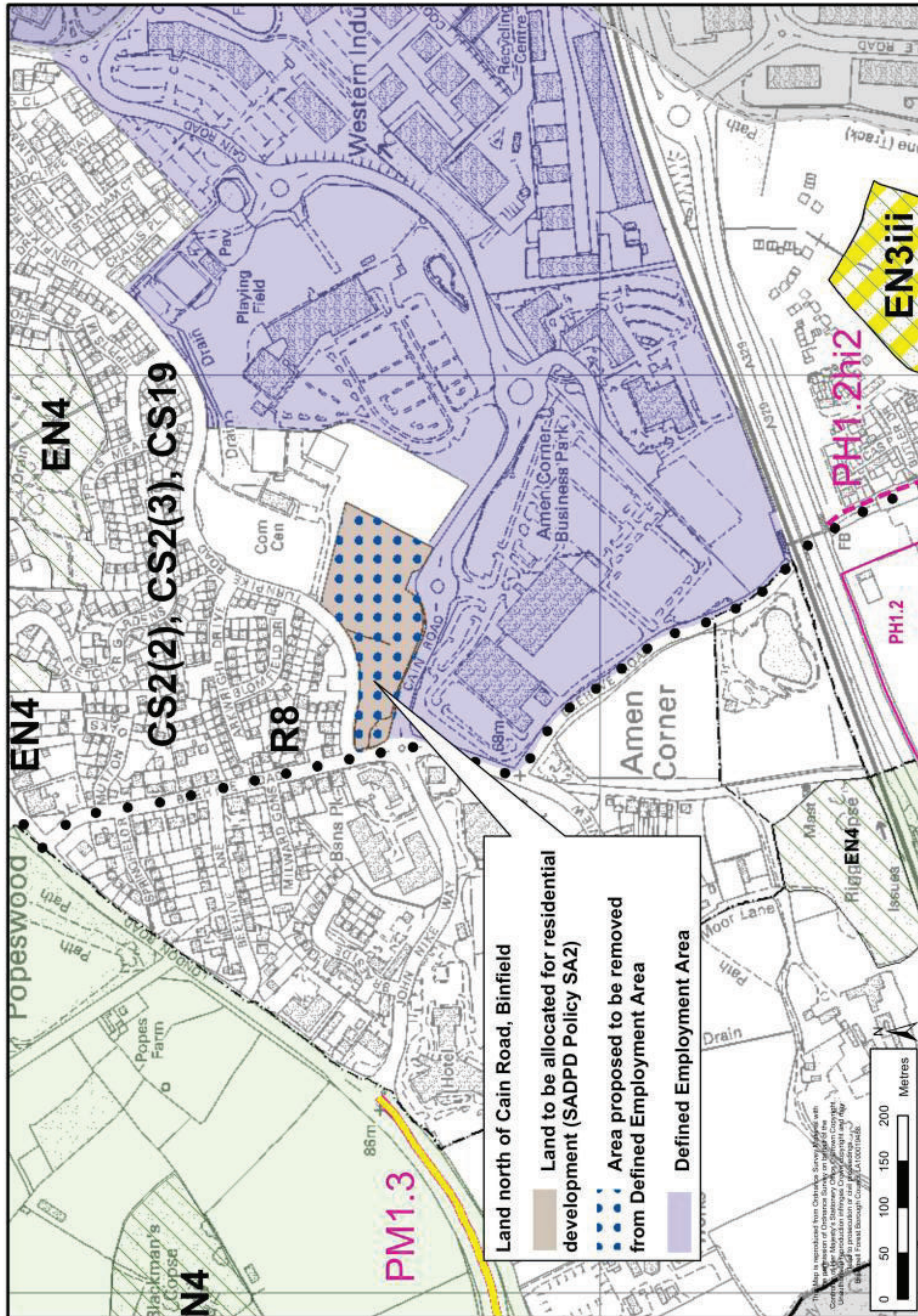
Map 72 Location Plan of Royal Military Academy (Policy SA11)



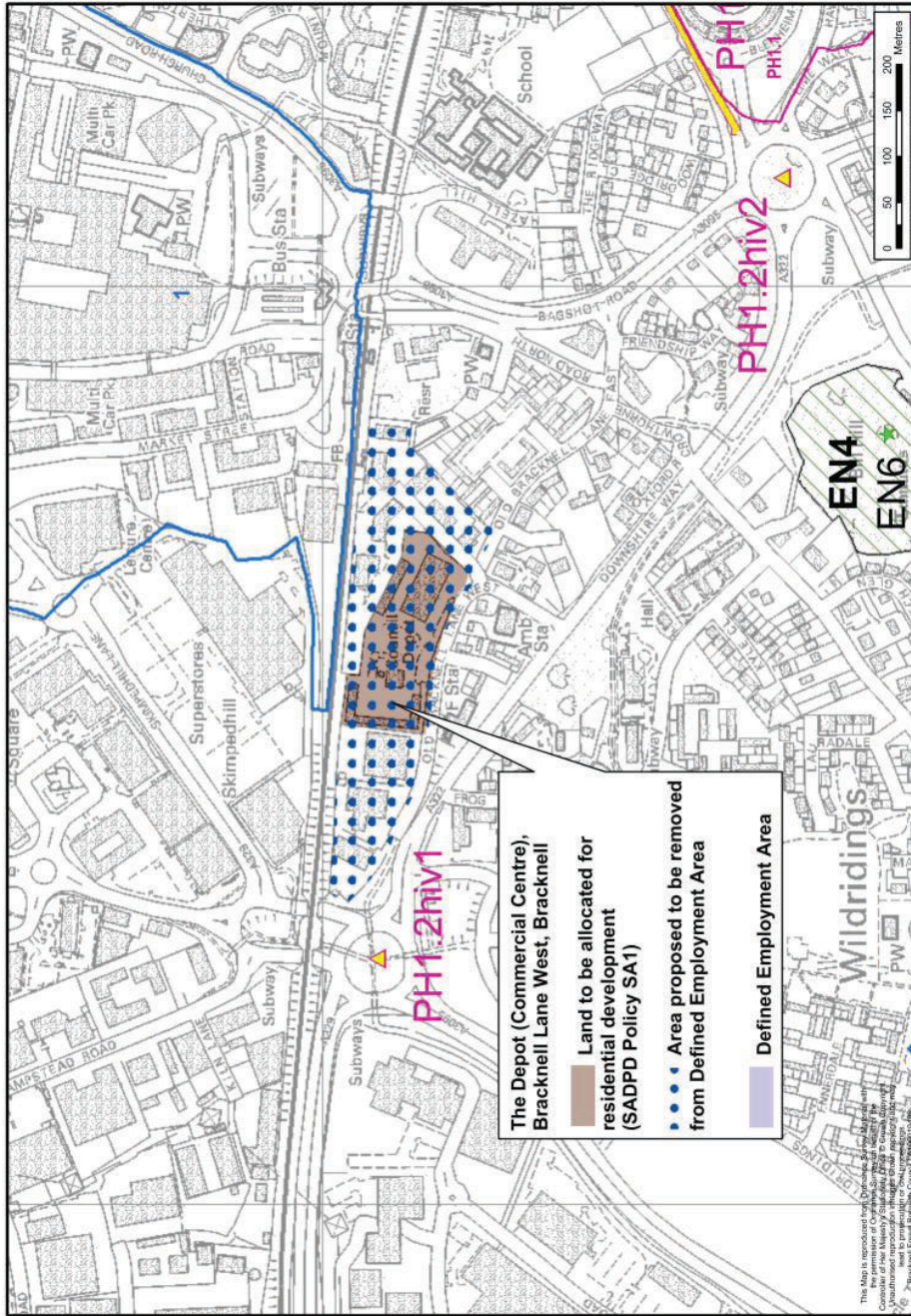
Map 73 Proposals Map extract to show changes to boundary of Eastern Employment Area and allocation of land north of Eastern Road for mixed-use development (Policy SA1)



Map 74 Proposals Map extract to show changes to boundary of Cain Road Employment Area and allocation of land at Cain Road for residential (Policy SA2)

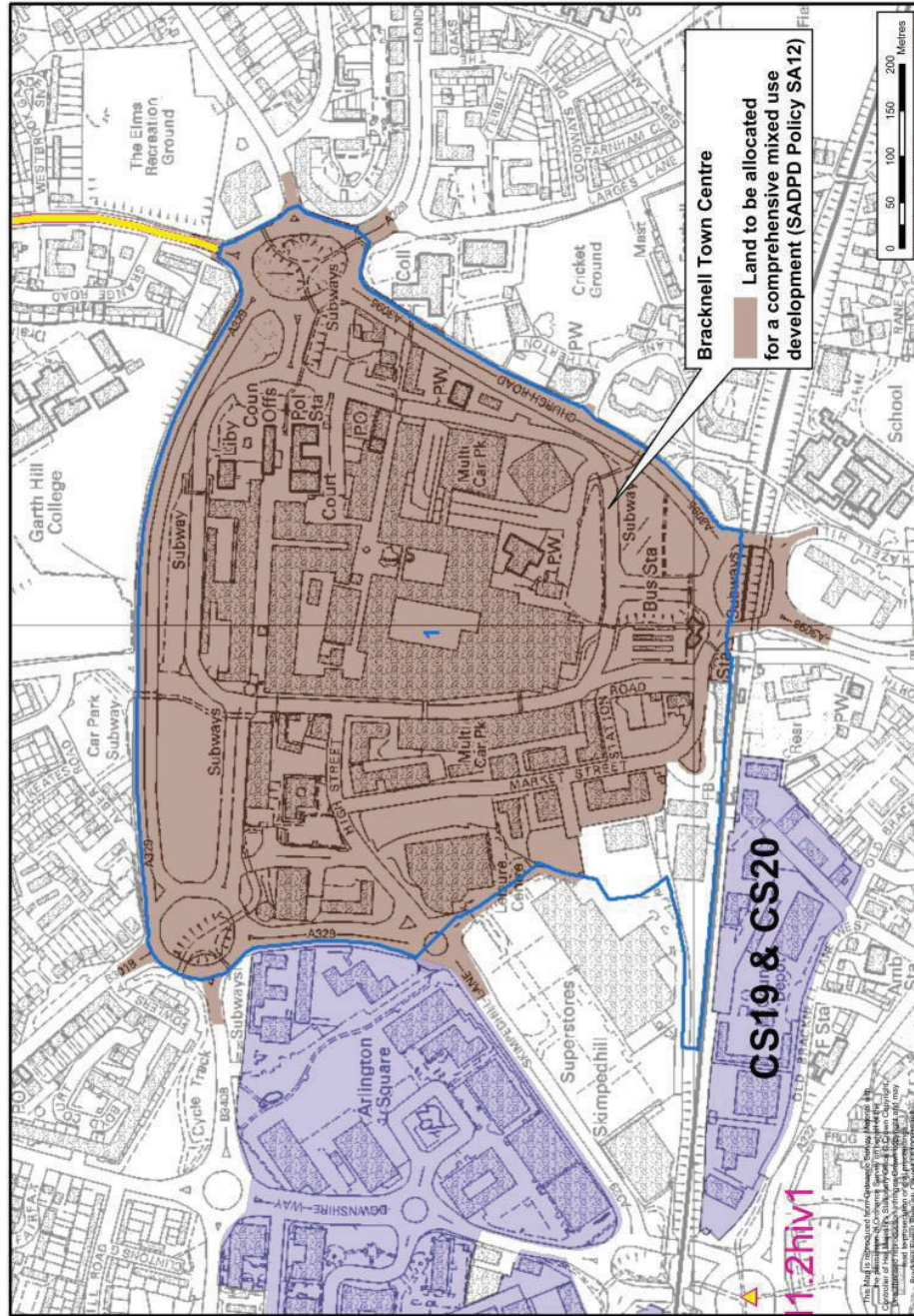


Map 75 Proposals Map extract to show changes to boundary of Old Bracknell Lane West Employment Area and allocation of The Depot for residential development (Policy SA1)

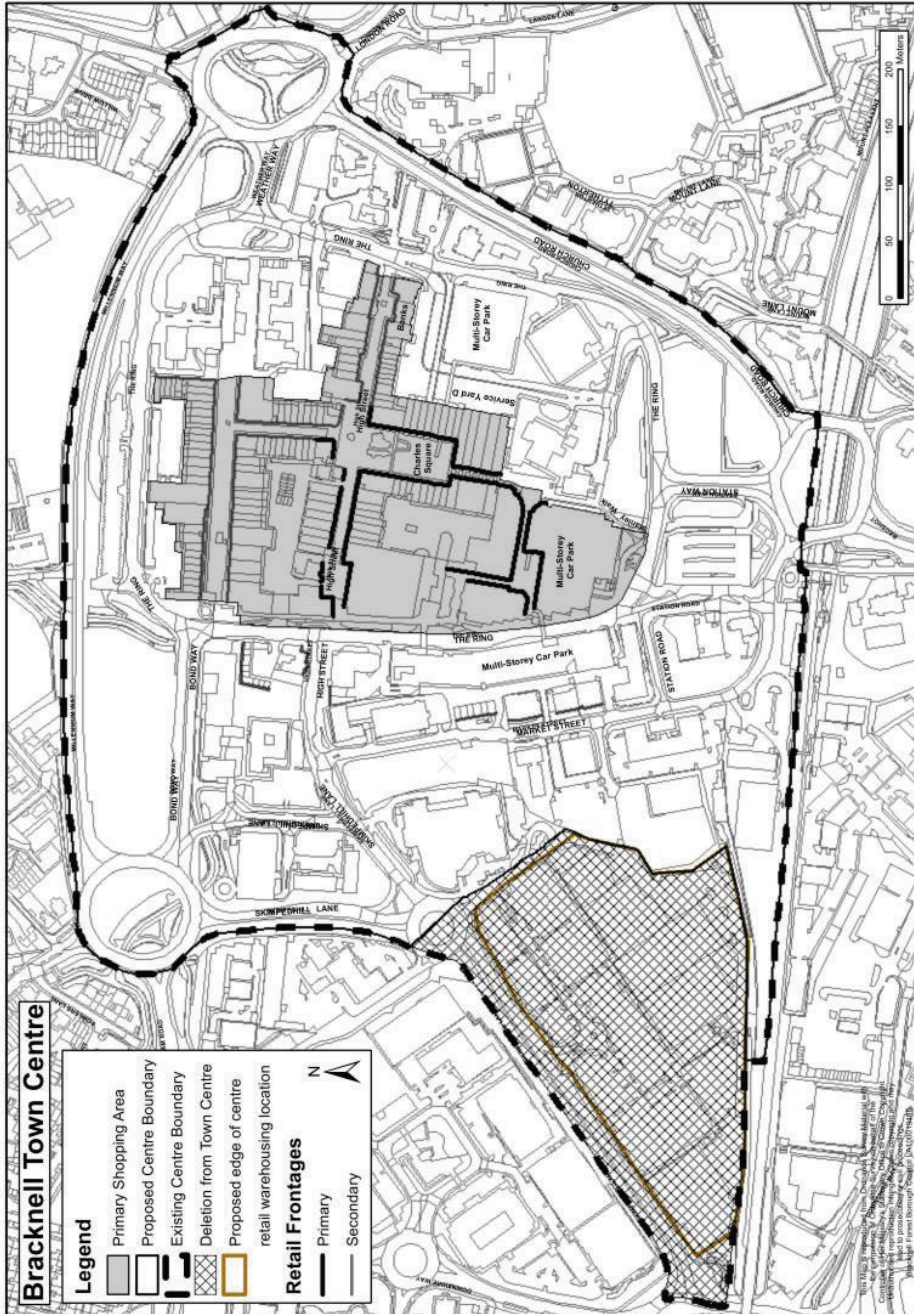


Appendix 13: Appendix to be removed - Retail area maps

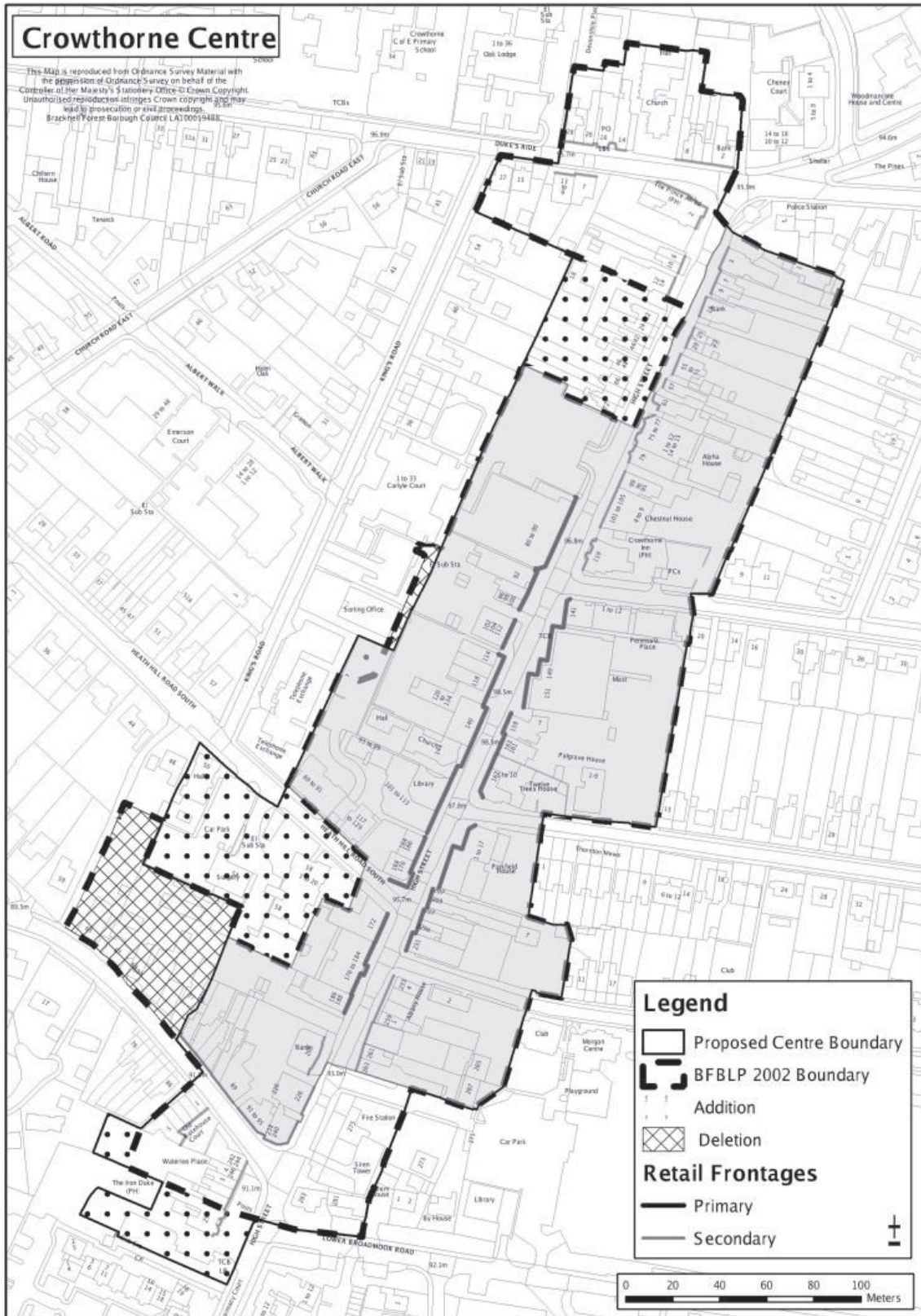
Map 76 Proposals Map Extract to show Bracknell Town Centre allocation (Policy SA12)



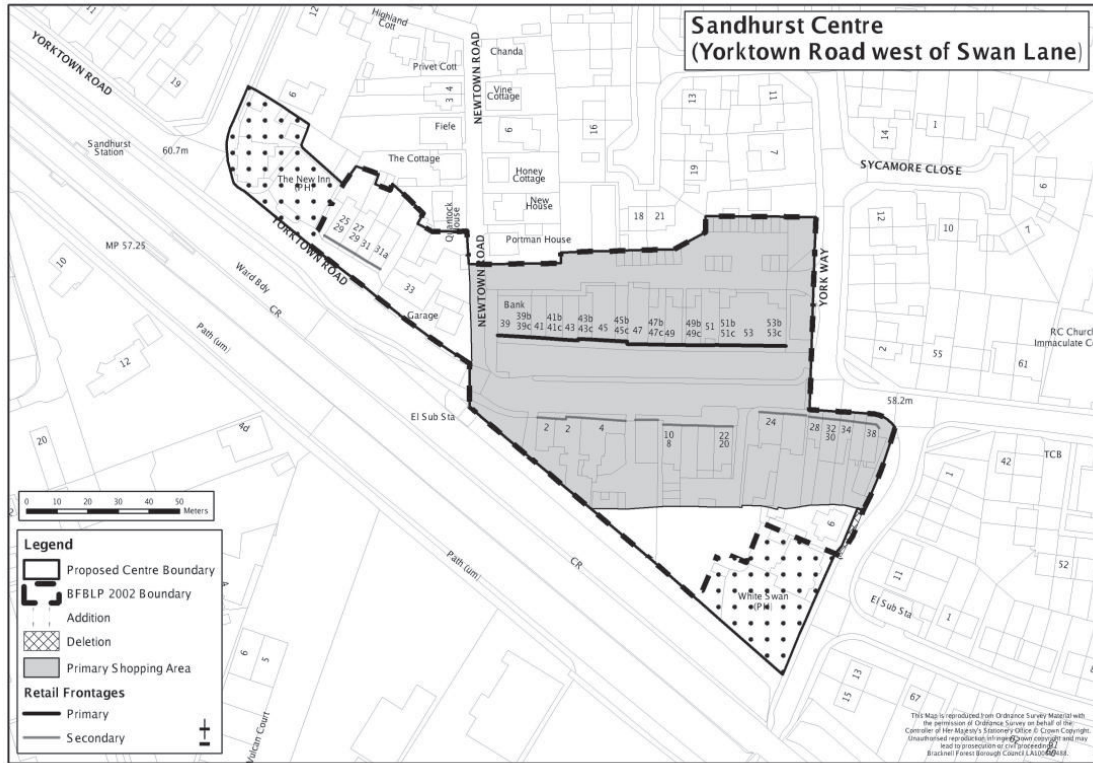
Map 77 Bracknell Town Centre



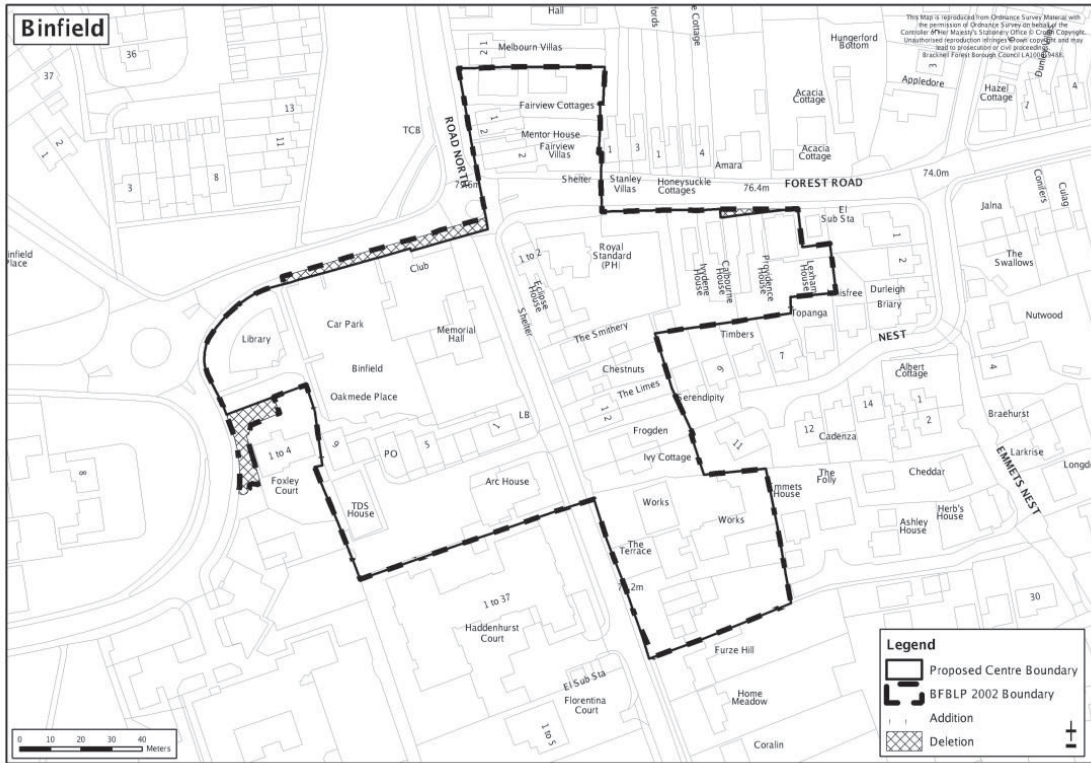
Map 78 Crowthorne Centre



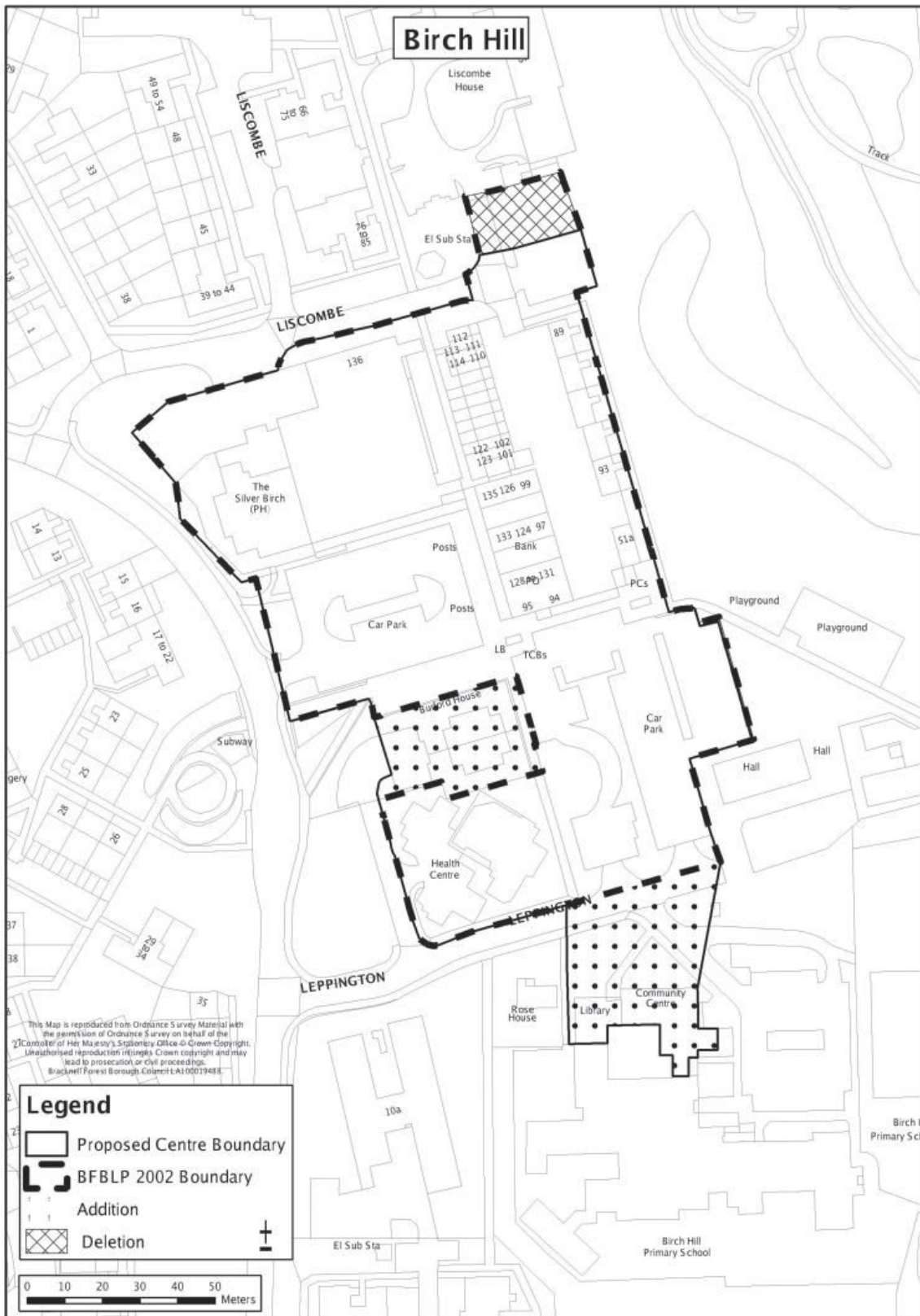
Map 79 Sandhurst Centre (Yorktown Road, west of Swan Lane)



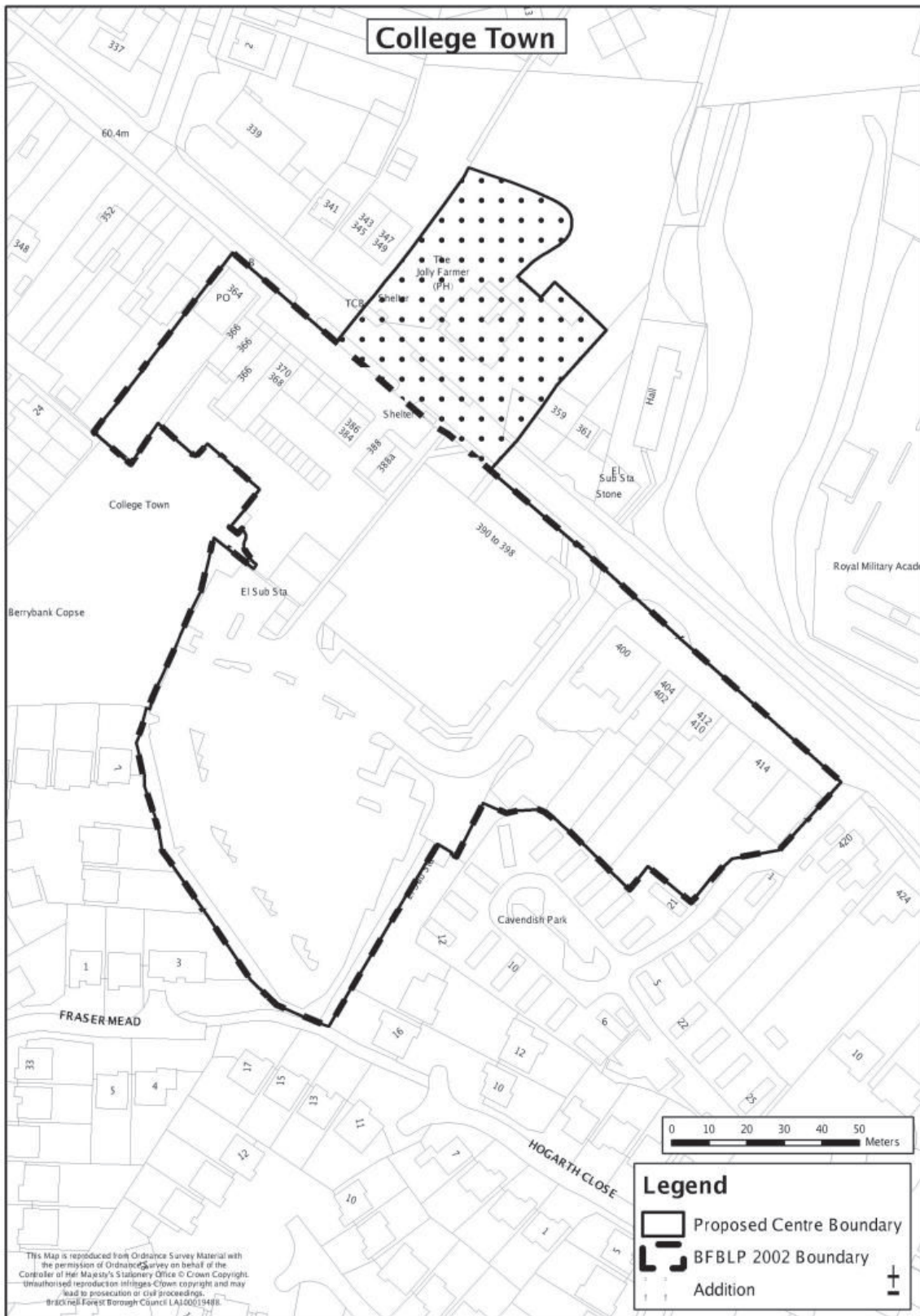
Map 80 Binfield Centre



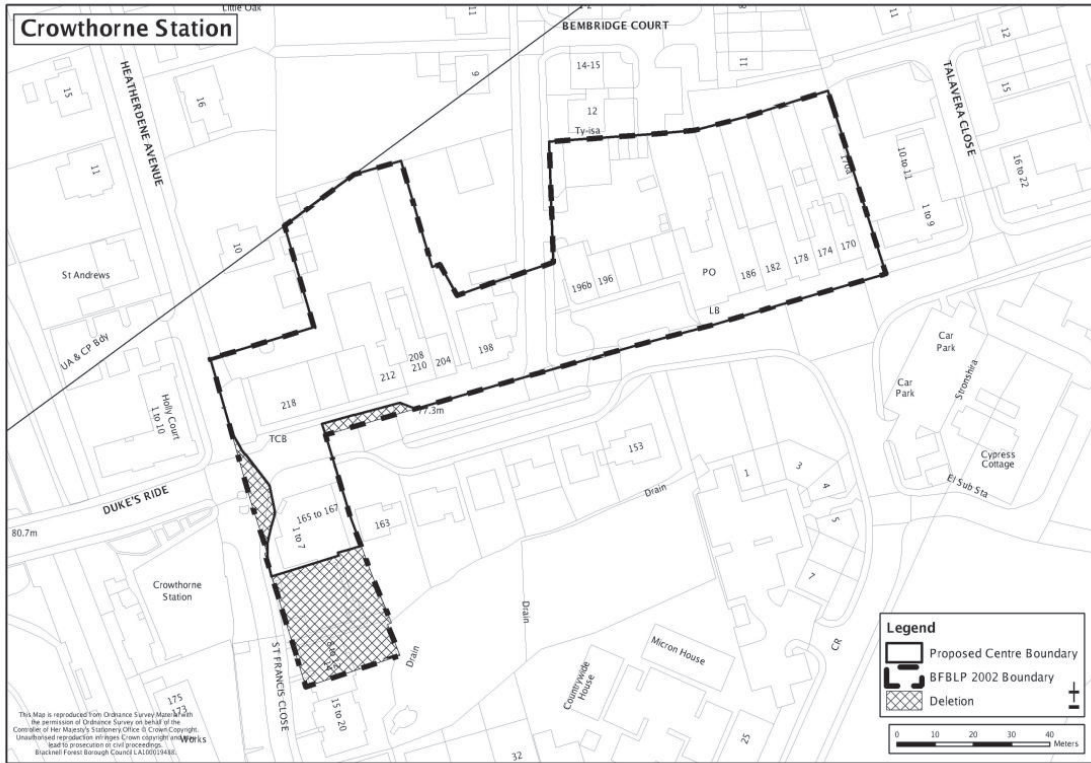
Map 81 Birch Hill Centre



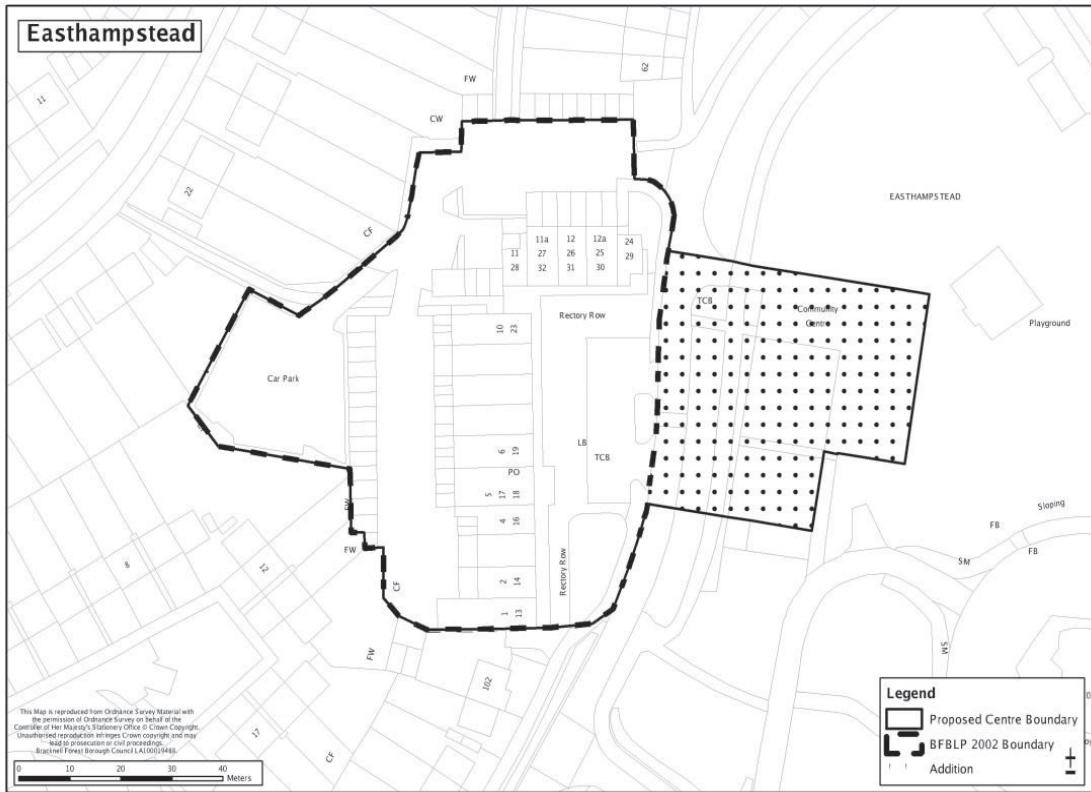
Map 82 College Town Centre



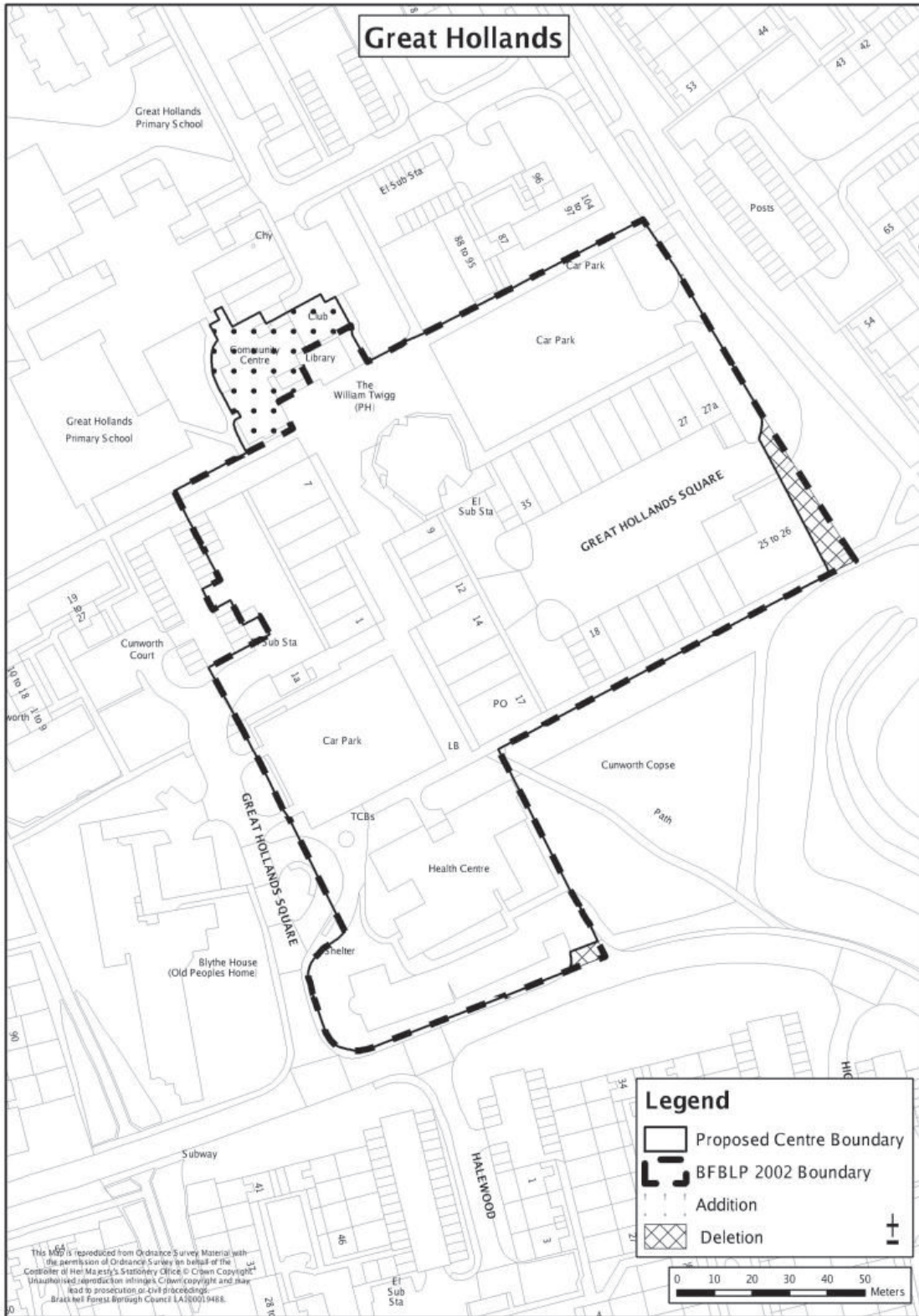
Map 83 Crowthorne Station



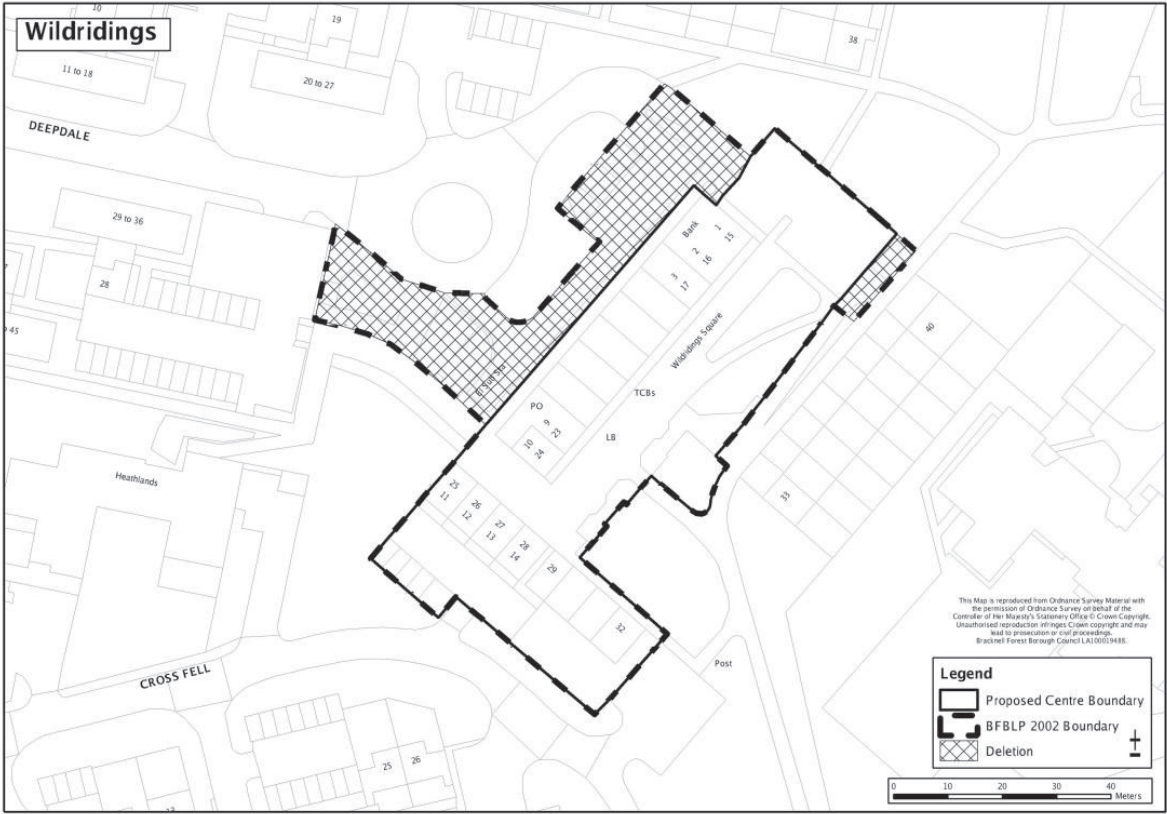
Map 84 Easthampstead Centre



Map 85 Great Hollands Centre

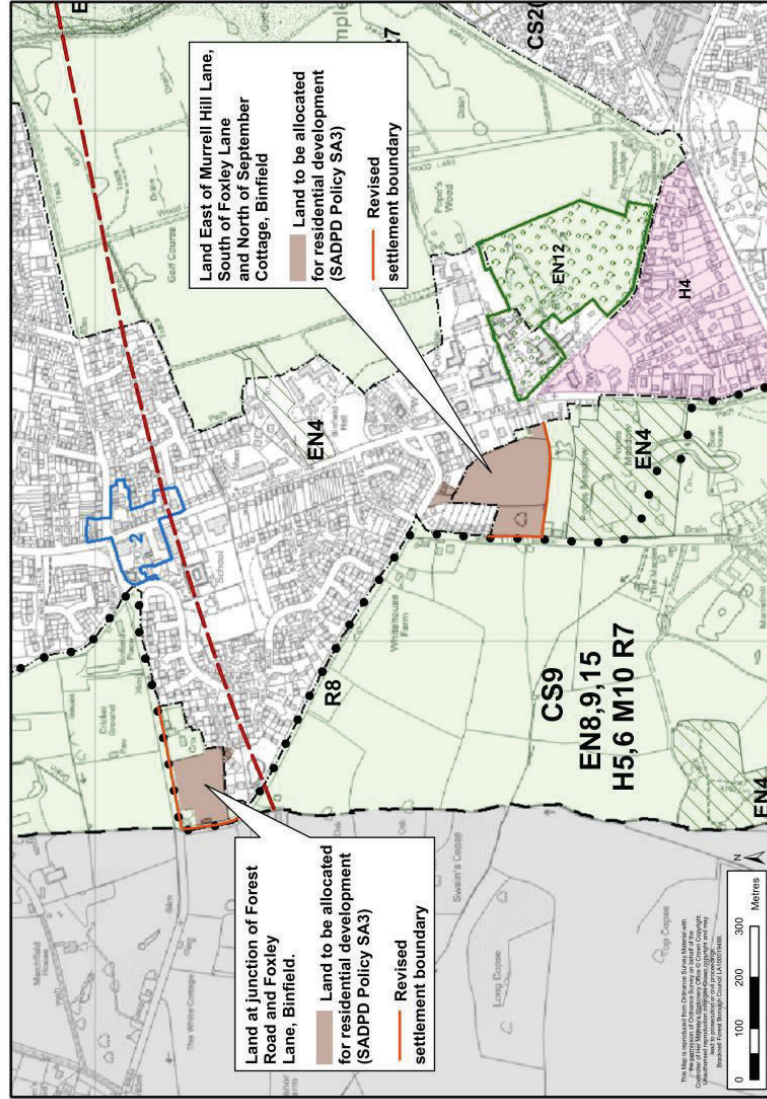


Map 86 Wildridings Centre

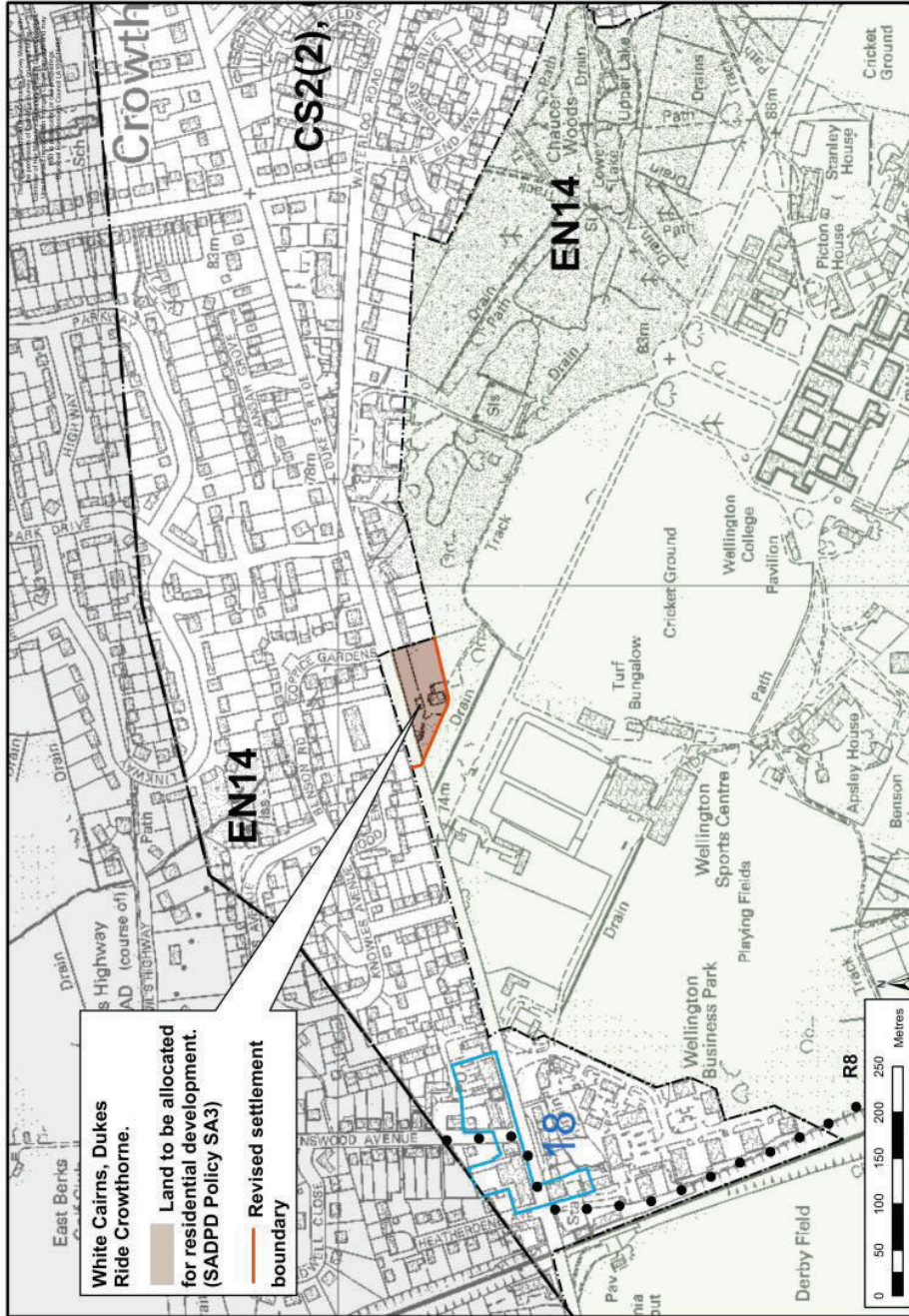


Appendix 14: Appendix to be removed - Housing sites settlement boundary changes proposals map extracts

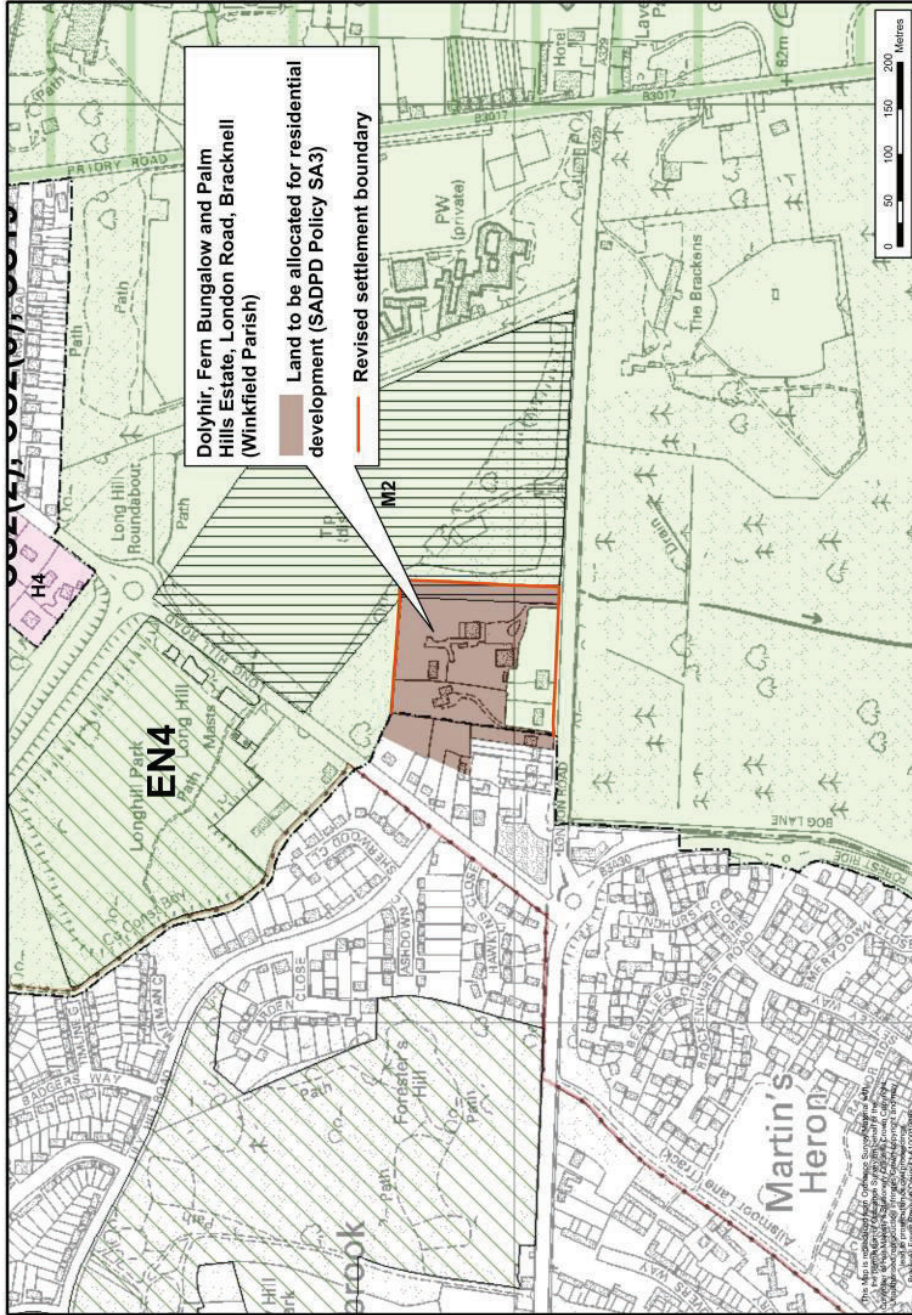
Map 87 Extract of Proposals Map to show change to settlement boundary and allocation of land at Foxley Lane/Forest Road and Murrell Hill Lane/Foxley Lane, Binfield (Policy SA3)



Map 88 Extract of Proposals Map to show change to settlement boundary and allocation of land at White Cairn, Dukes Ride, Crowthorne (Policy SA3)



Map 89 Extract of Proposals Map to show change to settlement boundary and allocation of land at Dolyhir, Fern Bungalow & Palm Hills Estate, Bracknell (Winkfield Parish) (Policy SA3)

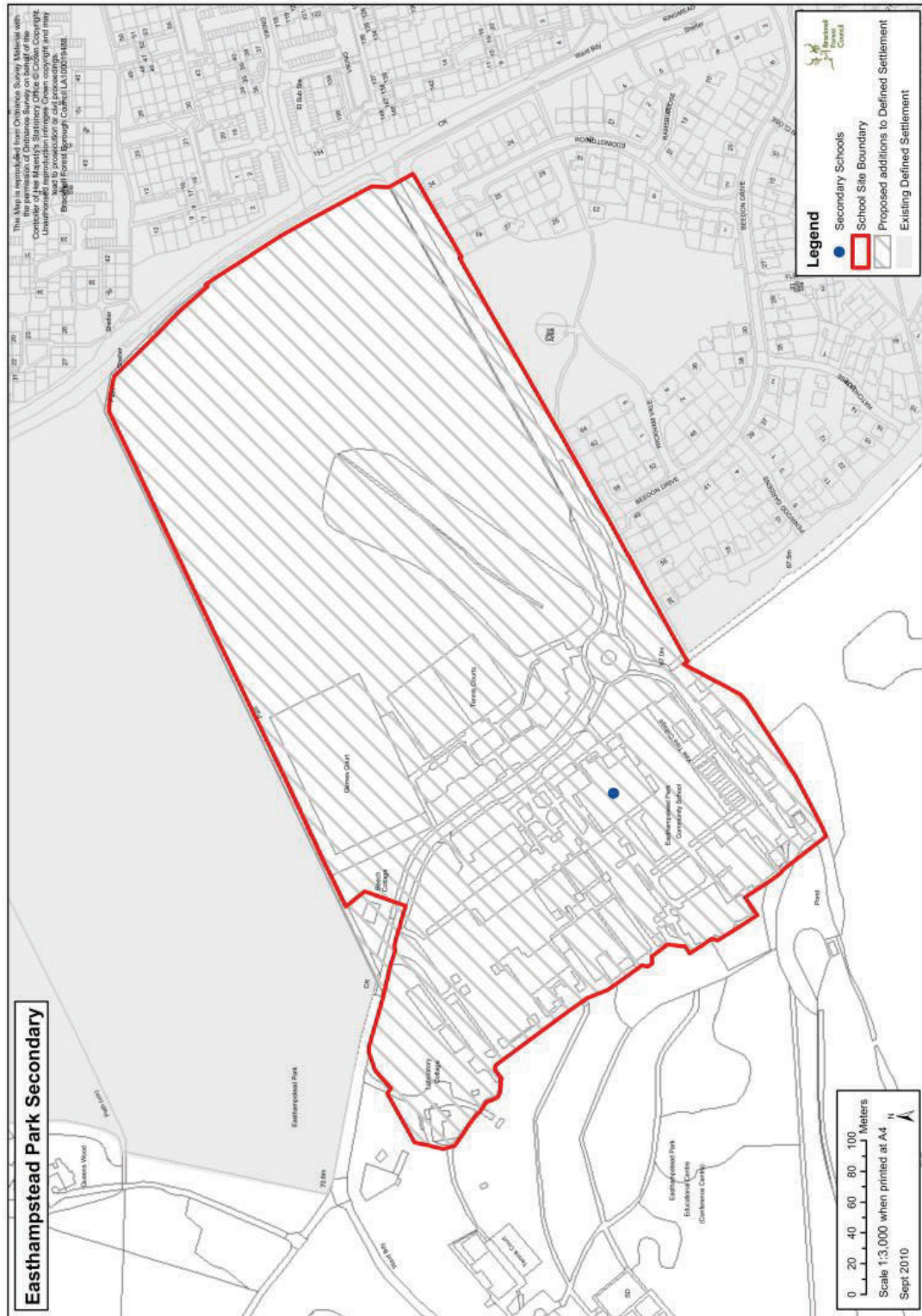


Appendix 15: Appendix to be removed - Education sites settlement boundary changes proposals map extracts

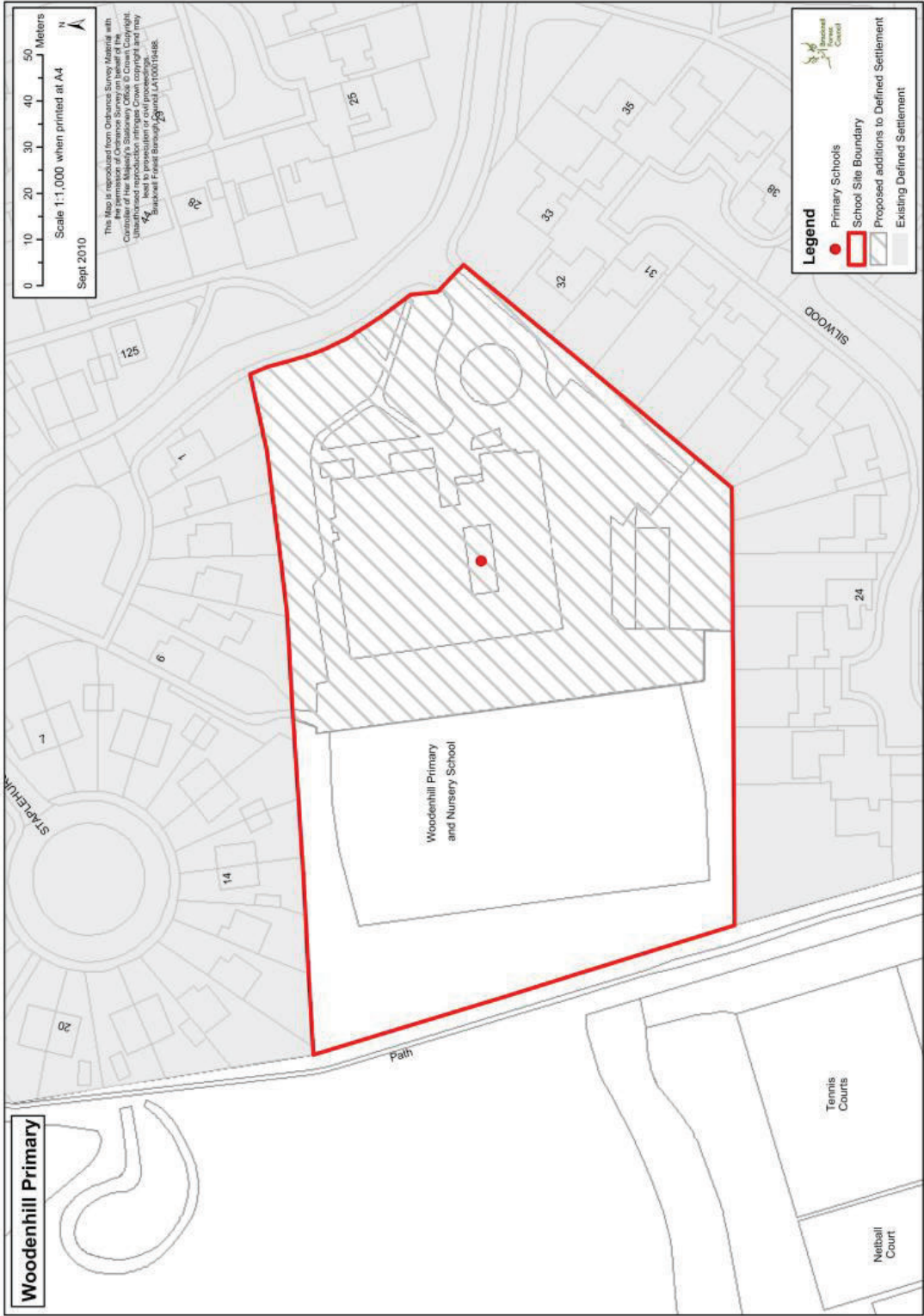
Map 90 Plan to show change of settlement boundary to include Kennel Lane School.



Map 91 Plan to show change of settlement boundary to include Easthampstead Park Community School.



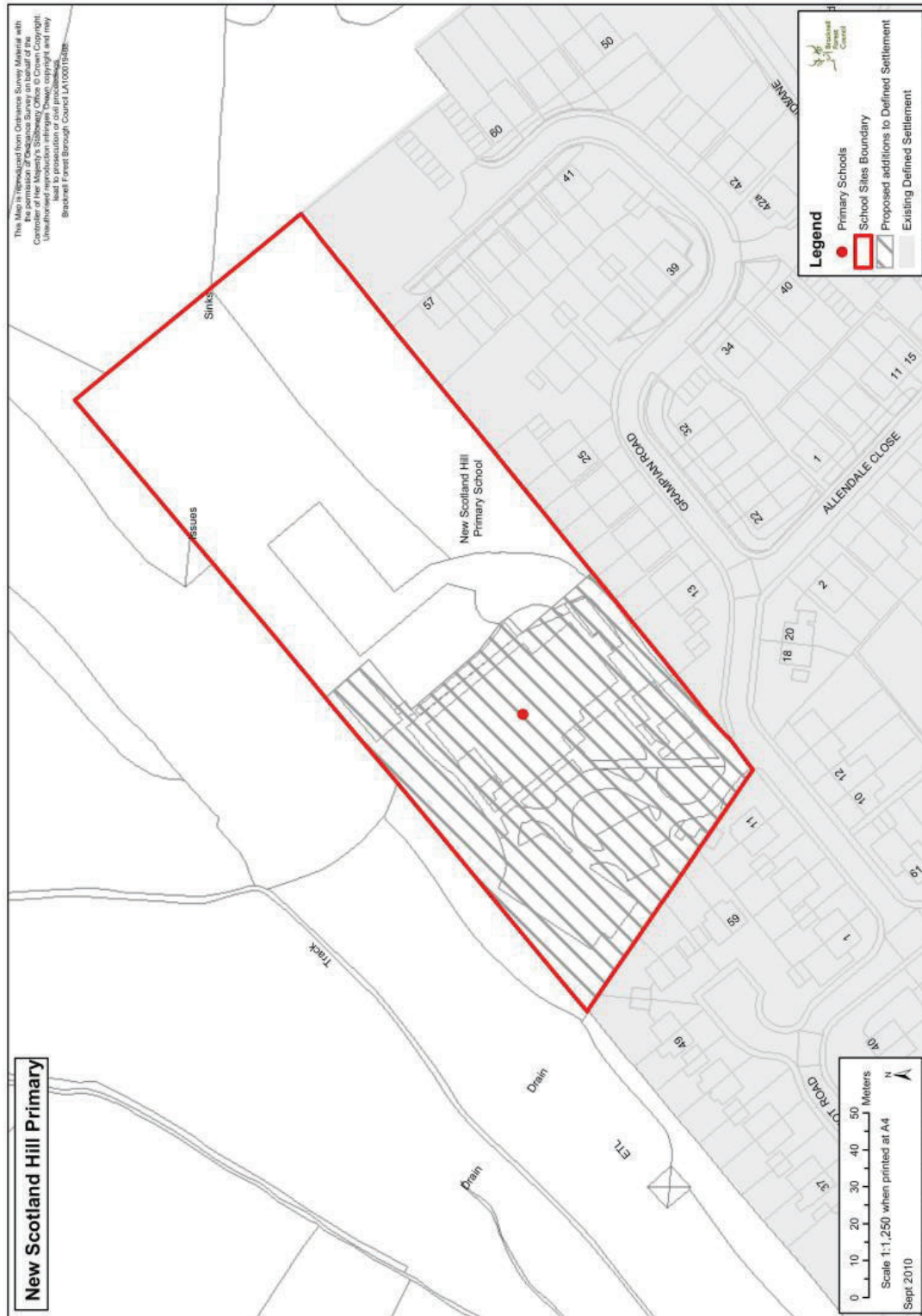
Map 92 Plan to show change of settlement boundary to include Wooden Hill Primary School.



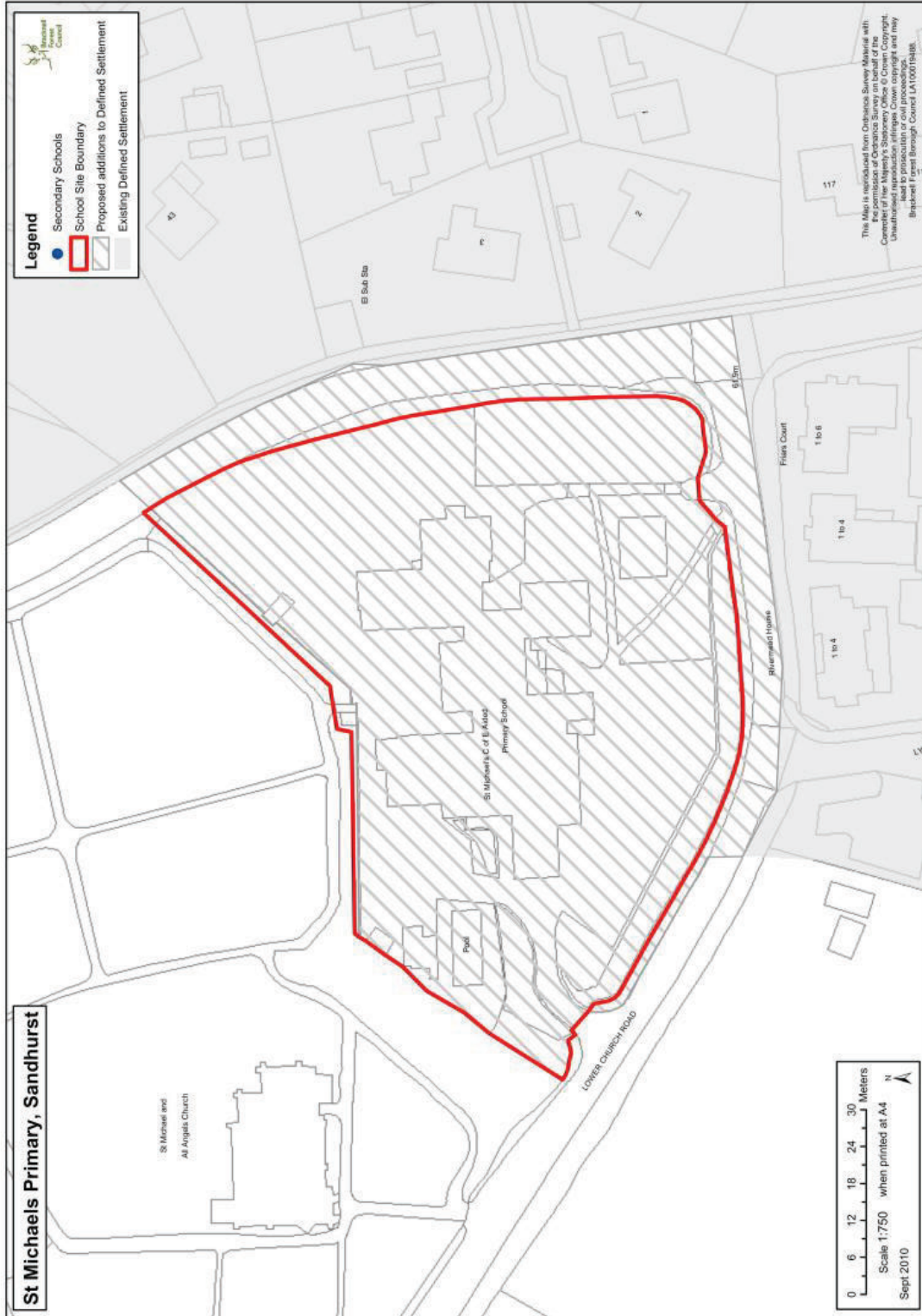
Map 93 Plan to show change of settlement boundary to include Edgbarrow School.



Map 94 Plan to show change of settlement boundary to include New Scotland Hill Primary School.



Map 95 Plan to show change of settlement boundary to include St Michael's C of E Primary School.



Appendix 16: Appendix to be removed - Existing Development Plan Policies to be replaced

1 The following table identifies which previously saved policies in the Bracknell Forest Bough Local Plan (BFBLP) 2002 and Core Strategy DPD (CS), 2008 would be replaced by policies in the Site Allocations DPD:

Table 9 Replacement of Existing Policies

Existing Development Plan Policy to be replaced	Relevant Site Allocations DPD Policy
BFBLP: PE1i - Land in the northern sector of Bracknell Town Centre	SA12 - Bracknell Town Centre
BFBLP: PE1ii - Land at the south of Bracknell Town Centre	SA12 - Bracknell Town Centre
CS Policy: CS4 - Land at Amen Corner (Parish of Binfield)	SA8 - Land at Amen Corner
CS Policy: CS5 - Land at north of Whitegrove and Quelm Park (Parish of Warfield)	SA9 - Land at Warfield
CS Policy: CS15 - Overall Housing Provision	SA10 - Phasing and Delivery

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Nepali

यस प्रचारको सक्षेपं वा सार निचोड चाहिं दिइने छ ठूलो अक्षरमा, ब्रेल वा क्यासेट सून्नको लागी । अरु भाषाको नक्कल पनि हासिल गर्न सकिने छ । कृपया सम्पर्क गनुहोला ०१३४४ ३५२००० ।

Tagalog

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Urdu

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Polish

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Portuguese

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**Site Allocations Development Plan Document
Common Questions & Answers
November 2011**

1. General Questions

What is the Site Allocations Development Plan Document (SADPD)?

It is a planning policy document that identifies the locations for different forms of development that are needed to achieve the vision and spatial objectives in the Bracknell Forest Core Strategy. One of its main functions is to allocate sites to meet the Borough's housing needs, and ensure that appropriate infrastructure is identified alongside new development.

Why is the Council preparing the SADPD now?

Production of the SADPD supports the Council's policy of having a **plan-led** approach to development rather than reacting to developers' proposals. We are currently vulnerable to inappropriate planning applications because we do not have an identified five year land supply against the locally agreed housing target set in the Council's adopted Core Strategy.

Doesn't the proposed abolition of the South East Plan mean you don't need to plan for more homes?

No. The Government has made it clear that we should continue to identify a supply of land for housing. The Government has confirmed that increased house building, including affordable housing, was a key priority. This is further reinforced by the Draft National Planning Policy Framework (NPPF).

Use of the Council's locally derived housing target based on the Borough's adopted Core Strategy, rather than the previous figure based on the South East Plan, (which the Government has announced its intention to abolish), supports the Government's objectives of decentralisation, localism and planning positively for housing delivery to meet local needs. In practice, this means we are planning for 2000 houses less than what the previous Government had inserted into the South East Plan.

Why do we need more housing?

To:

- Accommodate the need for new households in the Borough;
- Deal with a local population which is ageing (most older people prefer to stay in their own homes);
- Respond to a continuing decrease in the average size of households due to high levels of divorce, separation and people generally living longer;
- Provide homes that are affordable to a wide range of people;
- Support the regeneration of Bracknell town centre;

- Provide a balance of housing mix and workforce to support a strong local economy;
- Help deliver improvements to health and wellbeing through improved housing quality and choice.

The 'Planning for Growth' Statement (March 2011) sets out the Government's commitment for Local Planning Authorities to continue to prepare up to date plans, and make every effort to identify and meet the housing, business and other development needs of their areas. The Government's Draft National Planning Policy Framework also sets out that local plans should plan positively for development and infrastructure in an area.

Where did the 10,780 new homes figure come from?

This is a number that was agreed by the Council at the time the regional plan was being prepared, and is the basis for the figure in our adopted Core Strategy. The figure in the final regional plan was 2,000 higher in accordance with the recommendations of the Planning Inspectorate's Panel Report that examined the draft regional plan. The number in the draft submission SADPD is slightly lower than the figure in the Core Strategy (policy CS15) because it does not include any carry over from the previous plan period.

The use of this figure is supported by Government guidance following the planned revocation of the regional strategies in that it states that these locally derived numbers may be appropriate and that the development framework for the Borough now comprises adopted Development Plan Documents and National policies. For us, this means the Core Strategy provides the default housing target. The figure also fits well with the most up to date Government household projections which forecast an increase of 11,000 households for Bracknell Forest during the plan period (2006-2026).

Will the developments have any benefits for existing communities?

The following are required as part of the new development, but will benefit the wider community:

- Over 150 hectares of new public open space (including mitigation land to avoid adverse impacts on the Special Protection Area to the south of the Borough);
- Highway improvements to important routes through the Borough and support improved bus services;
- Improvements to the pedestrian and cycle networks;
- Five new primary schools, and a site and funding towards a new secondary school;
- A wide range of new and enhanced community facilities (e.g. multi-functional community hubs);
- A mix of housing types that will meet local needs, including affordable housing;
- Support for the local economy and regeneration of Bracknell Town Centre.

What are you doing about consultation?

We have held two major consultations along the way to developing the SADPD: starting with a general engagement on what might be included in the document and a wide range of potential sites might be used to meet needs to 2026 and the latest being a preferred approach to the SADPD. These comprised:

- Issues and Options (Participation Document) – February to April 2010 and
- Preferred Option – November 2010 to January 2011

We will:

- Set up an online consultation with a direct link from the front page of the Council website (direct web link <http://consult.bracknell-forest.gov.uk/portal/planning.siteallocations/draftsubmssion>).
- Place an article in Town and Country delivered to all households in the Borough;
- Make copies of the documents available in public libraries and Council offices;
- Issue a press release to local newspapers at the start of the consultation and place a half page advertisement in local newspapers;
- Send e-mails or letters to all groups and individuals (over 1,300) on our database who responded previously to alert them to the next steps of engagement;
- Produce an explanatory leaflet;
- Place a statutory advertisement in a local newspaper.

The next round of engagement is where the Council has determined it is happy to proceed with a document to be examined by Government Inspectors, and representations are sought from the public on the “soundness” of this document (how to be involved in next steps is dealt with under **Next Steps** below).

Have we listened to the previous consultations?

Over the period of developing the SADPD, almost 10,000 individual comments have been received. Each of these has been analysed by officers to ensure that we are taking account of all feedback received. These comments have been considered and either accepted or not accepted with reasons why. We have taken heed of these comments for example by reducing the amount of development in a particular area for sound reasons, or by eliminating sites based on evidence or professional experience. All of this has then been presented to Members for their consideration so that all comments have been properly taken account of. Results of the analysis are available to the public as part of the background information supporting the SADPD.

What are the Next Steps?

The Draft Submission version of the SADPD, in the version the Council feels is sound and fit for submission to the Government for independent examination. It will be recommended for approval for publication and submission by the Council In November 2011. Publication will trigger a further period of engagement with the public followed by submission to the Secretary of State and examination by an independent Inspector.

What is a legally compliant and ‘sound’ plan?

To be legally compliant the Draft Submission Document must be prepared in accordance with a Local Development Scheme and with the Statement of Community Involvement. It should have been subject to sustainability appraisal and have had regard to national policy.

A ‘sound’ plan is one that is:

- Justified;
- Effective, and
- Consistent with national policy.

<p>A justified plan is:</p> <ul style="list-style-type: none">• Founded on a robust and credible evidence base;• The most appropriate approach when considered against the reasonable alternatives.	<p>An effective plan is:</p> <ul style="list-style-type: none">• Deliverable;• Can take account of changing circumstances (flexibility);• Able to be monitored.
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Representations should explain in what way(s):

- The Council has not followed correct procedures (i.e. the document is not legally compliant; and /or
- The Draft Submission Document is not ‘sound’ and what change(s) would need to be made to make it ‘sound’.

Further information on soundness will be included in the accompanying guidance leaflet.

As referred to above, in previous consultations, the Council has asked the public to provide their opinion and comment on the content of the documents prepared. Whilst public comment is still sought at the Draft Submission stage, there are specific tests which the public must consider when making comments as this is what the Independent Inspector will be judging the SADPD against. This will not stop individuals or groups from making whatever comments they wish, but feedback outside of these tests will be given very little if any consideration by the Inspector.

Prior to the next engagement process, the Council will make available a short guide to assist the public in making accurate and useful representations at the publication stage. This will be available from our website or by contacting the Council.

How did you decide where development should go?

In the early stages of the SADPD, we identified all potential sites that were available for development. These are then tested to determine which ones were most suitable for development, which are the most sustainable, and which are deliverable during the plan period. We also assessed which best met the Council’s vision and objectives. We identified the constraints to developing potential sites and whether

the constraints could be overcome. We also assessed potential sites against a set of sustainability criteria through a process known as Sustainability Appraisal.

The factors considered when selecting sites for allocation include, but are not limited to:

- Capacity to link to existing settlements and create sustainable communities;
- Availability of the land for development;
- Feedback from previous consultations;
- Landscape sensitivity;
- Accessibility to services and facilities;
- Local and strategic transport issues;
- Heritage value (listed buildings / conservation areas / archaeology / historic parks and gardens);
- Ecology;
- Flood risk.

We also use the approach set out in the adopted Core Strategy Policy CS2 which states that the Council will allocate land for development in the following sequence:

1. Bracknell Town Centre;
2. Previously developed land and buildings in defined settlements;
3. Other land within defined settlements where this does not conflict with other policies;
4. Extensions to defined settlements with good public transport links to the rest of the urban area or with firm proposals to provide such links.

What is the SHLAA?

The Strategic Housing Land Availability Assessment (SHLAA) is essentially a long list of possible development sites that have been identified by the Council or put forward by their owners. The Council is required to include all sites put forward regardless of their suitability for development in the SHLAA. Therefore, if a site appears in the SHLAA it doesn't necessarily mean that the Council would support its development, or that it is ever likely to be developed in the future. Within the SHLAA an initial assessment is made of the suitability of sites based on certain criteria such as whether they are within or adjacent to a defined settlement or in the green belt.

Suitable sites, which are of sufficient size and satisfy other planning criteria, may be allocated for development and some of the SHLAA sites do appear in the SADPD Preferred Option to help meet the Borough's housing target. This is a continuous review of sites and does not stop with the publication of the SADPD. It is used to continually monitor sites that are available for housing development and assess their potential to play a role in meeting our projected need.

Why don't you just re-use empty office buildings for housing?

The Council has investigated the potential for under-used employment sites to be used for housing and has identified some in the SADPD for housing development such as the Crowthorne Business Park and parts of the Eastern Industrial Area in Bracknell. However, there are a number of reasons why some current employment sites have not been identified including:

- Sites that are important parts of existing employment areas;
- Sites that are poorly located for residential use;
- Sites that are within areas liable to flood;

- Sites whose owners are not interested in using them for housing i.e. they cannot count towards our housing targets as they are considered undeliverable.

It is important that some employment land is retained in order to maintain the balance between the numbers of people in the Borough in work and the employment opportunities available for the future.

What is happening about the regeneration of Bracknell Town Centre?

Regeneration of Bracknell Town Centre remains a key objective for the Council and work is continuing in order to bring it forward despite the difficult economic climate.

The original concept of a single major phase of development is unlikely to happen under current market conditions so the Council is working with development partners to bring the regeneration forward on a phased basis. The first phase is almost complete in the form of the new Waitrose foodstore at the north end of the Town Centre. We are also anticipating a further early phase will be the regeneration of the Skimped Hill site with a new Healthspace.

The Compulsory Purchase Order process is being implemented whereby key land areas not owned by our development partner, Bracknell Regeneration Partnership (BRP), are being purchased to allow implementation of the town centre plans. This has included for example the purchase of the Market Square properties to enable these to be removed to allow better access and public realm leading to the new major retail area in the north of the centre.

While we are proposing to take the Peel Centre out of the designated town centre area, we still see it as a very important element of the town's retail offer and will continue to support it as an edge of centre shopping location. The complete renovation of the Peel Centre, including two new retail outlets, is almost complete.

Our housing figures include 1,000 new homes to be built in the town centre, and this is still the Council's aim. The Council is working closely with BRP and the owners of Winchester House (former home to 3M) to bring a residential schemes forward in the southern and northern ends of the town centre.

Why are we still looking at garden land when the government has changed the rules on 'garden grabbing'?

The changes to PPS3 regarding "garden grabbing" for new infill development does not prevent development on garden land. It has stopped private residential gardens in built up areas being classified as "previously developed" or "brownfield" land. This makes such garden land a lower priority for development than brownfield land, but does not prevent it. Where such land can be developed in a way that will not cause unacceptable harm to the character of existing residential areas or conflict with other planning policies, this may be preferable to allocating alternative greenfield sites which may be in a less sustainable location. As noted above, this moves this land from second to third on this Council's ranking of sites which we will look at for allocation, in line with Core Strategy Policy CS2.

What difference does the Government dropping the national minimum housing density of 30 homes per hectare make?

In our view, this change provides little change for Bracknell Forest. The revised guidance still requires us to use land efficiently and it is not in our interest to waste developable land thereby increasing our need for more land to meet growth targets. It also makes it clear that the density of existing development should not dictate the density of new housing by stifling change or requiring it to replicate existing styles or built forms.

Adopting lower densities could result in reduced ability to support public transport services, higher levels of car usage to access facilities and the need to allocate a greater area of land to accommodate a given number of homes. The Government is still emphasising the need for sustainable development that minimises the need to travel, especially by car, and the need to use available land efficiently. Furthermore, we want to minimise our need for greater amounts of countryside areas being brought into development.

For Bracknell Forest, our Core Strategy Policy CS1 also seeks the efficient use of land and buildings and locating development so as to reduce the need to travel, which would support higher densities. However, this is balanced by the need to protect and enhance the character and quality of local landscapes (Policy CS1) and respect local patterns of development (Policy CS7).

What about health services?

The majority of GP practices in Bracknell Forest Borough have little or no spare capacity to improve their premises on their current sites. The Bracknell Health Space is planned to be the major new development in primary care provision in Bracknell, centrally located so as to be easily accessible for the majority of the Bracknell Forest population. The Health Space will focus on providing (local), high quality, cost-effective extended primary care and specialist services – i.e. the health care people need most often and which does not need the facilities of a major hospital. In addition to specific primary care facilities (GP practices), it will provide services either not cost effective or easily replicated or provided in primary care / GP practices.

Heatherwood and Wexham Park NHS Foundation Trust are planning a major programme of service redesign. This will include a consolidation of services currently provided on the Heatherwood Hospital site at Ascot, potentially rationalising the range of services provided there.

Royal Berkshire Hospital NHS Foundation Trust has developed specialist cancer and renal services at Brant's Bridge, close to Bracknell Town Centre. This is now open providing cancer and renal services locally to Bracknell residents, avoiding the need for travel to the Royal Berkshire Hospital in Reading.

Why isn't promised infrastructure delivered – like the surgery and school at Jennetts Park?

The delivery of infrastructure relating to large development schemes like Jennetts Park is implemented in phases so that certain levels of development trigger certain items of infrastructure as they are needed. Due to the downturn in the economy

there was a delay in reaching the trigger point for the new school, but this has now been delivered and opened in September 2011. With regard to a doctor's surgery, since the planning consents were granted for Jennetts Park, the Primary Care Trust (PCT) have changed their model of health care delivery and are now promoting a more centralised model with GPs and other medical services being provided at a new health centre planned for Bracknell Town Centre. While the Council can require the developer to provide a building that could accommodate health facilities, we do not have powers to require the PCT or General Practitioners to occupy them.

The Infrastructure Delivery Plan that supports the Site Allocations proposals has been prepared with the best information available from infrastructure and service providers and will continue to be reviewed and updated after the SADPD is published so that we have the best picture of infrastructure need and delivery possible.

Our roads are congested now so how can they take more traffic from the new planned growth?

The Council has modelled the cumulative effect of development impacts on the local highway network, both with and without the proposed developments and accompanying highway improvements. The Council and Wokingham Borough Council are working closely with the Highways Agency regarding impact upon the Strategic Road Network. The model demonstrates that the proposed improvements will not lead to a deterioration over the baseline situation that takes account of background traffic growth and the additional traffic that the new development will generate, and that from proposed development in Wokingham.

For most periods of the day and week, the highway network remains uncongested. It is during the morning and afternoon peak times when we experience some levels of congestion. However, these are relatively limited in most areas when compared to other areas in the region. Also, because of our strategic location between the M4 and M3 and west of London, the projected background growth to the network is overwhelmingly from growth taking place elsewhere. Our best ability to cope with this increased impact is to use the infrastructure delivered from our own projected growth needs. In this way, the new growth, whilst delivering against its own impact, can provide a wider community benefit.

Will planned transport infrastructure eliminate congestion on our roads?

No. As stated above, most of the impact we see is caused by our strategic location and growth happening elsewhere. We so use our own borough money to improve the network as much as possible and will also use the infrastructure delivered as part of our planned new growth to minimise this impact as much as possible. We also believe that applying a "plan-led" approach gives us the best opportunity to maximise the benefit of new infrastructure rather than react to problems arising from "unplanned" development.

Can the water supply and sewerage systems cope?

Water Supply

New development areas are likely to require new or upgraded distribution mains and potentially increased pumping capacity. Precise requirements would be identified through further investigations alongside detailed planning work. These measures are

to ensure the physical pipe network can cope with demand from the new homes, without deterioration in service to existing customers. Developers will be expected to work closely with the relevant water company, and pay any relevant contribution for necessary improvements to the water company.

Wastewater and Sewerage

Thames Water's largest Sewage Treatment Works (STWs) in the Bracknell Forest area are Bracknell STW and Ascot STW. To accommodate the proposed new homes these STWs will require upgrades in the future. Provided there is enough time, funding and suitable phasing, upgrades should not prove too problematic (3 - 5 years for STW upgrades). It is important to also consider the sewerage network demands for developments and this would need to be determined on a site by site basis using detailed modelling possibly funded by developers, once specific plans for sites become available. In response to the Preferred Option Consultation, Thames Water had no objection in principle to the allocation of sites for development, and developers will be required to demonstrate there is adequate waste water capacity, on and off site to serve the development.

What about developments in adjoining boroughs – especially the growth planned for Wokingham?

Adjacent Councils (District/Borough and Parish Councils) are statutory consultees, and so would have an opportunity to comment on all stages of the document, including the Sustainability Appraisal.

The SADPD proposals have been developed in the knowledge of the proposed developments in Wokingham Borough and this Council has modelled the cumulative effect of development impacts on the local highway network both with and without the proposed developments and the accompanying highway improvement. The Council has exchanged data with Wokingham Borough Council to feed into the Council's respective transport models. Joint working has also taken place on various items of infrastructure, including education facilities. A dialogue with officers will be maintained as preparation on the SADPD continues.

The Council and Wokingham Borough Council are also working closely with the Highways Agency regarding the impact on the Strategic Road Network. The model demonstrates that the proposed improvements will not lead to a deterioration over the baseline situation that takes account of background traffic growth and the additional traffic that the new development will generate and that from proposed development in Wokingham.

Representatives from the planning policy section of each Unitary Authority in Berkshire meet on a monthly basis to exchange information on progress on their Local Development Frameworks and issues arising in the preparation of documents. All have been made aware of the progression of the SADPD and studies undertaken to support the document.

The Council has worked in partnership with 10 other local authorities and other interested parties (including Natural England) in respect to the Thames Basin Heaths Special Protection Area (SPA). Partnership work has included strategies, guidance and the production and implementation of the Strategic Access Management and Monitoring (SAMM) project. This on-going work involves Officer, Member and legal input which is formalised through the Joint Strategic Partnership (JSP). This

partnership has proved very successful in co-ordinating, discussing and progressing SPA related issues.

2. Site Specific Questions

2.1 Land at Broadmoor, Crowthorne

Won't development harm the Special Protection Area (SPA)?

Any proposal will be required to include an amount of alternative recreational land to divert dog-walkers and others from the SPA and mitigate the impact of the new development on it. Given the proximity of the site to the SPA, significantly more of this mitigation land will be required than the normal standard. There will be no residential development in the 400m buffer zone around the SPA.

What about local transport impacts?

In order to ensure that the combined new developments cause no significant adverse impact on the local transport network, improvements are proposed to fifteen functions on key routes within the Borough, and a new access road is proposed. These will be accompanied by improvements, to pedestrian and cycle routes and public transport. Further details are in the Infrastructure Delivery Plan.

Transport modelling has been carried out to ensure that the proposed measures will effectively alleviate the additional impacts caused by the proposed development.

What's happening with the Hospital?

The West London Mental Health NHS Trust is planning to carry out a major redevelopment of the hospital, including construction of effectively a new hospital on part of the Broadmoor site. A new use will be sought for the existing listed hospital building that will retain its historic interest. Further information about the Trust's plans is on this web link:

<http://www.wlmht.nhs.uk/services/b/broadmoor/redevelopment.html>

At the time of writing (November 2011) there is a current planning application for the new hospital building and access road.

Where will the extra children go to school?

There is a current application for the new hospital building and the access road.

The education department have advised that the development is not of sufficient scale to require the provision of a new primary school. Financial contributions will therefore be secured towards the provision of additional primary school places off-site. Financial contributions will also be secured towards the provision of additional secondary school places at Edgbarrow School.

What about heritage issues?

It is acknowledged that there will be harm to the significance of the registered park and garden. It will be for Bracknell Forest to form a view as to whether the public benefit secured by provision of the hospital is sufficient to justify the proposed development despite the harm caused to interests of acknowledged importance, and additional justification and evidence has been sought from the owners of the site. Redevelopment will need to be sympathetic to the site's heritage assets and there will be a requirement for a Conservation Management Plan as part of the policy.

Redevelopment would provide a new hospital that is fit for purpose and would retain a significant local employer offering a wide range of job opportunities within the Borough. It would also help to secure the future of a Listed Building and the regeneration of a historic park of Crowthorne. Further consideration of this issue will be set out in the Draft Submission Background Paper. The proposed policy wording makes it clear that the number of homes within the walled garden area may need to be reduced in order to satisfactorily demonstrate that harm to the integrity of the site's heritage assets is minimised.

2.2 Land at Transport Research Laboratory, Crowthorne

What about the planning appeal that was dismissed?

The appeal was based on the determination of a planning application against the existing planning policy framework at the time. The SADPD will form a new part of the planning policy framework. This means that a different set of considerations will apply. In particular, it means that development of the site is not being considered in isolation, but in relation to the relative merits of developing this site compared to alternative locations.

The Council has always accepted that the right form of development would be acceptable. The current proposal is very different to the development that was considered at the appeal which had a lot more employment development but fewer homes. The appeal decision made it clear that the site is suitable for development, but not in the form that was considered at the inquiry.

Won't development harm the Special Protection Area?

Any proposal will be required to include an amount of alternative recreational land to divert dog-walkers and others from the SPA and mitigate the impact of the new development on it. Given the proximity of the site to the SPA, significantly more of this mitigation land will be required than the normal standard. There will be no residential development within the 400m buffer zone of the SPA.

What about local transport impacts?

In order to ensure that the combined new developments cause no significant adverse impact on the local transport network, improvements are proposed to fifteen functions on key routes within the Borough. These will be accompanied by improvements, to

pedestrian and cycle routes and public transport. Further details are in the Infrastructure Delivery Plan.

Transport modelling has been carried out to ensure that the proposed measures will effectively alleviate the additional impacts caused by the proposed development.

Where will the extra children go to school?

A new Primary School will be provided on the site and financial contributions will be secured towards the provision of additional secondary school places at Easthampstead School.

What about the gap between Crowthorne and Bracknell?

This was an important issue at the planning inquiry. The decision letter made it clear that the development proposed at that time would be unacceptably harmful to the gap, but did not rule out the possibility of extending development beyond the existing built-up area of the site.

The housing numbers require us to allocate greenfield sites as we do not have enough potential brownfield sites, including Bracknell Town Centre and urban areas throughout the borough, to meet demand. In accordance with our development location policy (Core Strategy Policy CS2), the next priority will be extensions to existing settlements and inevitably in some cases, these will form part of a buffer between that settlement and another.

The proposed concept plan includes the provision of a strong tree screen along the boundary with Nine Mile Ride and the northern part of Old Wokingham Road. It also avoids development in the north east corner of the site at the closest point to the built-up area of Bracknell.

What about the proposed Air Quality Management Area (AQMA) in Crowthorne?

Following detailed assessment of air quality, DEFRA has required the Council to declare two air quality management areas (AQMAs) within its area for nitrogen dioxide, one of which is at Bracknell Road/Crowthorne High Street, Crowthorne, and the other Downshire Way/Bagshot Road, Bracknell. AQMAs are areas where air pollution is above national air quality standards. The Council has expanded its monitoring programme for further assessment of the air quality within the two AQMAs. It is also developing an Air Quality Action Plan.

An AQMA designation should not prohibit future development, however each application for development will be considered for its potential impact on air quality on a case-by-case basis. All applications for development inside AQMAs should be supported by sufficient information to allow full consideration of their likely impact on local air quality.

What does the relocation of the Council Depot to the TRL site involve?

The plan would be to relocate the existing depot use i.e. refuse collection, street cleansing, landscape. This may also relocate the highway maintenance function including the salt barn - subject to cost.

Refuse and recycling trucks would be parked overnight. They would leave about 7 am and return by 4pm. No refuse is kept over night at this site. The street cleansing service and landscape team would leave about 8pm.

The refuse contract uses circa 12 vehicles, the majority being refuse trucks. The rest of the activity whether street cleansing, landscape or refuse is reliant on the smaller sized pick-up type of vehicle. Generally about 20 of these will be based here in total but not always on site. If highways maintenance is included - the majority of the vehicles are small. The gritters are not much bigger than a pick up; during the winter they could be called on at night - 20 - 30 times based on the past.

There would be deliveries so there would be a parking area for the trucks and staff cars, an administration office and some covered parking/workshop/storage areas. If the highways maintenance function comes in there could be a salt barn and a materials storage area, subject to the viability of moving this from the Downmill Road site in Bracknell. Specific details will depend on requirements at the time.

2.3 Amen Corner North, Binfield

What about local transport impacts?

In order to ensure that the combined new developments cause no significant adverse impact on the local transport network, improvements are proposed to fifteen functions on key routes within the Borough. These will be accompanied by improvements, to pedestrian and cycle routes and public transport. Further details are in the Infrastructure Delivery Plan.

Transport modelling has been carried out to ensure that the proposed measures will effectively alleviate the additional impacts caused by the proposed development.

Where will the extra children go to school?

The education authority has advised that primary school children from this site would go to one or both of the two new Primary schools proposed for Amen Corner south and the Blue Mountain site. The catchment areas for the new schools, and any changes to the catchments for the existing schools in the area have yet to be finalised and will be subject to consultation. Secondary provision would be at a new secondary school proposed at the Blue Mountain site.

What about the gap between Binfield and Wokingham / Bracknell?

The housing numbers require us to allocate greenfield sites as we do not have enough potential brownfield sites, including Bracknell Town Centre and urban areas throughout the borough, to meet demand. In accordance with our development location policy (Core Strategy Policy CS2), the next priority will be extensions to existing settlements and inevitably in some cases, these will form part of a buffer between that settlement and another.

The proposal places the development at the southern end of the site where it will link to the built up area at Amen Corner. This will leave an undeveloped gap to the north and to the west to ensure that a significant gap is retained. Parts of the gap will be allocated as public open space and mitigation land to avoid adverse impacts on the Special Protection Area to the south of the Borough. This means that significant areas of the gap will be retained as open space and its amenity value will be enhanced through making it available for public informal recreation.

Won't wildlife and nature interests be harmed?

A Phase 1 Habitat Survey has been carried out of the entire broad area identified at the Options stage and previously consulted on. This did not identify any over-riding nature conservation interests that would prevent the site being developed. It does identify parts of the site that should be kept free of development. These include two Local Wildlife Sites that mainly comprise ancient woodland. The Phase 1 survey also indicates that further studies should be carried out to ensure that proper account is taken of nature conservation as the design of any development is worked up in more detail, including accurate plotting of recent badger activity.

2.4 Land at Blue Mountain, Binfield

What about local transport impacts?

In order to ensure that the combined new developments cause no significant adverse impact on the local transport network, improvements are proposed to fifteen functions on key routes within the Borough. These will be accompanied by improvements, to pedestrian and cycle routes and public transport. Further details are in the Infrastructure Delivery Plan.

Transport modelling has been carried out to ensure that the proposed measures will effectively alleviate the additional impacts caused by the proposed development.

Where will the extra children go to school?

The preferred option includes a range of educational provision on this site to include a new primary school, a new secondary school and a new Special Educational Needs facility.

What about the gap between Binfield and Bracknell?

The housing numbers require us to allocate greenfield sites as we do not have enough potential brownfield sites, including Bracknell Town Centre and urban areas throughout the borough, to meet demand. In accordance with our development location policy (Core Strategy Policy CS2), the next priority will be extensions to existing settlements and inevitably in some cases, these will form part of a buffer between that settlement and another.

While the Council does have planning policies to protect defined gaps, these are not defined on the current Proposals Map and the Site Allocations DPD provides new

policies and forms a new part of the planning policy framework. This means that the potential development of this site is not being considered in isolation against existing policy, but in relation to the relative merits of developing it compared to alternative locations.

In order to preserve the separate identity of Binfield the development has been focussed on the southern part of the site where it will link to the existing built up area. The northern part of the site will be allocated as public open space (to include mitigation land to avoid adverse impacts on the Special Protection Area to the south of the Borough). This will ensure that an undeveloped gap remains between Binfield and Bracknell. It will also ensure that the undeveloped area is accessible to the public for informal recreation use.

Won't wildlife and nature interests be harmed?

A Phase 1 Habitat Survey has been carried out of the entire broad area identified at the Options stage and previously consulted on. This did not identify any over-riding nature conservation interests that would prevent the proposed site being developed.

The golf course is largely amenity grassland that is regularly mown and offers restricted shelter or foraging for wildlife. The Phase 1 survey also indicates that further studies should be carried out to ensure that proper account is taken of nature conservation interests, particularly in relation to the ponds and other water bodies on and around the site.

What about the loss of the Golf Course?

The development will result in the loss of the golf course as a recreational resource. This will to some extent be balanced by the provision of a new football facility, including a new location for Bracknell Town Football Club. It will also provide significant areas of open space for informal recreation which will be publicly accessible to all, which the existing golf course is not.

Why Does the Council Not Allocate Downshire Golf Course Instead of Blue Mountain?

The Downshire Golf Course was included in our considerations among a large number of Council-owned sites but was rejected as the site is covered by a restrictive covenant and was not likely to be available for development during the plan period. The Blue Mountain site is available for development and is being actively promoted for development by its owners.

Where suitable, sustainably located, Council-owned land is available for development we do actively pursue this option. An example of this is the proposal to relocate the Council depot from a site within Bracknell to the Transport Research Laboratory site at Crowthorne which is included in our preferred option. This has enabled us to allocate the existing depot site for housing on an urban brownfield site that would otherwise have required the allocation of additional greenfield land.

Doesn't the Council have an interest in the land?

The Council has a leasehold interest in the land at Blue Mountain. This has not affected the planning assessment of the site's sustainability. The site is also covered by a Section 52 legal agreement dating from 1990 in which the owner of the land covenants with the Borough Council as follows: "Not to use the golf course land for anything other than a golf course or other sporting or other recreational facilities or as open space and not to construct any buildings on the golf course land other than as reasonably required in connection with any of the uses mentioned in this paragraph". The Section 52 agreement can be varied or released by agreement between the landowner and the Council. Whether or not it is necessary or appropriate to vary or discharge the agreement is a matter which the Council may consider in due course.

2.5 Warfield

What's happening at Warfield?

Land at Warfield (previously known as 'Land North of Whitegrove and Quelm Park') is identified in the Core Strategy for a comprehensive mixed use development including about 2,200 new homes. This remains an important part of the Council's planned housing provision. The Council is working to prepare a Supplementary Planning Document (SPD) to guide the future development of the site and any future planning applications.

The Council consulted on a draft SPD from November 2010 to January 2011. This contained a draft Concept Plan and a set of development principles showing how the development should be planned. Further targeted consultation is being undertaken during November 2011 on a document containing a revised Concept Plan and examples, photographs and illustrations of how some key parts of the development could look. Feedback from both consultations will be considered in preparing a final version of the Warfield SPD to be adopted in early 2012.

The SPD will aim to ensure that the development respects the area's semi rural nature. Part of this will be making a large part of Cabbage Hill into a publically accessible country park and that existing public open spaces are enhanced. The scheme will also provide allotments, green corridors and an east to west greenway across the site linking major open space within the site and beyond. The proposals include new homes, a neighbourhood centre, two new primary schools, transport improvements and other infrastructure.

More information is available on this web link: www.brackenll-forest.gov.uk/warfield

TO: THE EXECUTIVE
15 NOVEMBER 2011

REVIEW OF POLLING DISTRICTS AND POLLING PLACES Director of Corporate Services – Democratic & Registration Services

1 PURPOSE OF REPORT

- 1.1 To consider the recommendations of the Electoral Review Steering Group following their review of polling districts and polling places and to confirm the designation of polling districts and polling places for the Borough with effect from 1 December 2011.

2 RECOMMENDATION(S)

2.1 Council is recommended to agree that:

- (i) That no changes be made to the following Polling Districts and Polling Places which meet the statutory criteria and provide reasonable and accessible facilities;

BA	BG	BM	CN	SP	WN	WV	WZ
BD	BH	BN	CS	SQ	WP	WW	
BE	BJ	BP	SJ	WG	WQ	WX	
BF	BK	BW	SO	WM	WS	WY	

- (ii) That no changes be made to polling districts BB (Binfield) and BL (Harmans Water) which also meet the statutory criteria and provide reasonable and accessible facilities, but that they be kept under review as developments progress;
- (iii) That the new Jennett's Park Community Centre be designated as the Polling Place for BQ (for the reasons given in the report);
- (iv) That no change be made to Polling District BT but that the Kerith Centre buildings be designated as the new Polling Place (for reasons given in the report);
- (v) That the Polling Districts and Polling Places for the Borough of Bracknell Forest are approved as set out at Annex C with effect from 1 December 2011.

3 REASONS FOR RECOMMENDATION(S)

- 3.1 The Steering Group considered carefully the present arrangements for polling districts and polling places in the Borough and paid particular attention to representations received, available alternative options and the following issues:

- Polling districts where polling places were outside the polling district;
- Schools used as polling places, specifically BW, SO and BJ;
- Areas where significant development had commenced or was planned and the impact on current arrangements and facilities;
- Issues brought to light following the May 2011 elections

- 3.2 The Group considered whether the current arrangements met the needs of voters in the area and considered their accessibility particularly for disabled people. The Group were of the opinion that changes should be made only where absolutely necessary to avoid confusion and disruption and only where this brought a material benefit to voters and disabled voters. As a result changes to only two polling places are recommended, one as a result of the opening of a new facility within a polling district to replace an existing polling place which was outside the polling district (BQ) and the other to provide improved access and facilities and more sustainable, longer term arrangements for voters (BT).

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 This review is a statutory requirement. The Group received and considered a number of representations in addition to the views of the (Acting) Returning Officer, and these are contained at Annex A to this report.

5 SUPPORTING INFORMATION

- 5.1 Section 18 of the Representation of the People Act 1983 lays down the requirement for Local Authorities to divide its area into polling districts and to designate polling places for those polling districts and to keep them under review. The Electoral Administration Act 2006 introduced a new duty on Councils to review their polling district and polling place arrangements every four years (from 2007). This is the second full review carried out. The Act sets down criteria to be followed in the conduct of the review.
- 5.2 In undertaking this review the following rules are required by law and must be observed:
- all electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances; and
 - so far as is reasonable and practicable, the polling places they are responsible for are accessible to all electors, including those who are disabled; and
 - when considering or reviewing the designation of a polling place, regard must be given to the accessibility needs of disabled persons.

The Steering Group also observed the following principles:

- ideally the polling station should be situated within its own polling district;
 - No polling place or polling station should be shared by two wards unless no other buildings are available;
 - Where practicable 'natural' features should be used as the boundaries eg main roads, rivers, railways etc;
 - Schools should be avoided unless it is the only appropriate location;
 - Where practicable mobile units should be avoided;
 - Changes should be kept to a minimum and alterations sought only where necessary.
- 5.3 **A Polling District** is a geographical sub division of an electoral area i.e. a Borough ward, Parish/Town council or a Parish/Town Council ward, and is the smallest unit of electoral area. Polling districts cannot include more than one of either: a Parish/Town ward, a Parish/Town Council or a Borough ward, whichever is the smaller. Each Parish ward, or if the Parish ward is unwarded the whole Parish, must be a polling district.

- 5.4 **A polling place** is a geographical area or a building in which a polling station is located. There cannot be more than one polling place for each polling district. However, as there is no legal definition of what a polling place is, it can be as large as the polling district or as small as a particular building.
- 5.5 **A polling station** is the actual room or building within which voting takes place. The polling station should, unless there are no suitable facilities available, be located within the polling district. It is the Returning Officer's responsibility to select a polling station for a particular polling district from within a polling place.
- 5.6 This review cannot consider any changes to parliamentary constituencies or the boundaries or names of local authorities and electoral areas within or neighbouring the Council's area.
- 5.7 An Electoral Review Steering Group was appointed to conduct the review comprising Councillors Mrs Ballin (Chairman), Birch, Mrs Temperton and Ward.
- 5.8 The Steering Group has met to consider the present arrangements on two occasions and the notes of the meetings are attached at Annex B. The recommendations of the Group are set out in paragraph 2 to this report.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The designation of polling districts and polling places is a Council function.
- 6.2 This review cannot consider any changes to parliamentary constituencies or the boundaries or names of local authorities and electoral areas within or neighbouring the Council's area.

Borough Treasurer

- 6.2 There are financial implications if additional polling districts/polling places are created (of around £1500 per polling station including staffing).

Equalities Impact Assessment

- 6.3 The purpose of the review is to ensure that current arrangements, as far as practicable, offer convenient and accessible voting facilities to all the electorate, including those who are disabled. The Executive must, therefore, when considering or reviewing the designation of a polling place, have regard to the accessibility needs of disabled persons.

Strategic Risk Management Issues

- 6.4 The risks to the conduct and integrity of elections could occur where cross boundary voting is undertaken. However, there are measures that can be taken to ameliorate the situation and where appropriate, these have been detailed in the report.

Other Officers

- 6.5 None

7 CONSULTATION

Principal Groups Consulted

- 7.1 Political parties; elected members; candidates from the May 2011 elections; polling station booking officers; polling station staff from the May 2011 elections;

Method of Consultation

- 7.2 Letters and emails to stakeholders, notice at the Council offices and website articles

Representations Received

- 7.3 Listed in Annex A to the report

Background Papers

7.80

Contact for further information

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REVIEW OF POLLING DISTRICTS AND POLLING PLACES**LISTED BY BOROUGH WARD****Ascot**

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
WX	3,304	433	2,871 (2 stations)	North Ascot Community Centre, Fernbank Road, Ascot SL5 6LA	See comment
WY	825	134	691	St Martin's Church Hall, Church Rd, Chavey Down, Ascot SL5 8RR	Yes

The Periodic Electoral Review (PER) in 2002 agreed to retain the division of this Borough ward into two polling districts to enable convenient and accessible polling facilities to be provided for the electorate in this large geographical area.

North Ascot Community Centre is centrally located in the Polling District, has good parking capacity and good facilities for staff.

At the May 2011 elections concern was expressed regarding access to the building by voters with mobility issues, including those who use motorised scooters, as the path alongside the building is narrow and uneven at one end. Additionally, the entrance door has a tarmac ramp with a further wooden ramp on the inside.

The Council's Health and Safety advisor visited the venue at the end of June to assess the above issues and as a result a letter was sent to NACA regarding the access issues.

No other representations were received relating to this Polling Place.

Alternative locations suggested previously have included North Ascot Youth & Community Centre in Mill Ride but the current location is one of long standing and is well known in the locality.

Returning Officer's Proposal for WX: No change

St Martin's Church Hall is located in the northern part of the Polling District. This Polling District is geographically large with a small electorate and any location would involve transport and travelling.

In a phone call to the Electoral Services Office after the May 2011 elections Councillor Virgo suggested that it would be more convenient for voters in the area of the polling district furthest from the polling station (namely the Coronation Road and Bodens Ride area with a round journey of 7.6 miles) who have to drive along London Road past the Fernbank Road junction to instead vote at North Ascot Community Centre (NACC). This suggestion involves 49 properties and a total of 88 electors, of whom 24 have postal votes.

The suggestion would necessitate the creation of another polling district for the affected properties and the designation of a polling place (NACC) outside the area of the new polling district. Additionally, the journey distance by road from Bodens Ride to NACC is also 7.6 miles.

No further representations were received relating to this Polling Place.

Returning Officer's Proposal for WY: No change

Binfield with Warfield

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BA	4,303	716	3,636 (2 stations)	Binfield Memorial Hall, Terrace Road South, Binfield, Bracknell RG42 4DJ	Yes
BB	1,612	221	1,391	Farley Wood Centre, Turnpike Road, Binfield, Bracknell RG42 1FW	Yes
WM	650	115	535	Brownlow Memorial Hall, Newell Green, Warfield, Bracknell RG42 6AB	Yes

The PER in 2002 led to the creation of this ward in 2003. Both BA and BB are polling districts which cover the unwarded Binfield Parish. The BB polling district was formed some years ago to accommodate the Farley Wood development and to ensure that voters in that area had accessible voting facilities particularly as the Memorial Hall was at capacity.

The WM polling district is the area of the St Michael's ward of Warfield Parish Council.

The three polling stations in the ward are located within their respective polling districts in venues well known to the community and afford good disabled access, parking and facilities for staff.

However as the present boundary for the parliamentary constituency, borough ward and parish council is the middle of Peacock Lane, the residents in the Wykery Copse development, as well as the occupants of the two residential units at Peacock Farm Public House and the three further properties on that road plus two properties on Waterloo Road, are in the BB polling district (Binfield with Warfield Borough Ward and the Windsor Constituency), with their polling station being at Farley Wood, involving a 6 mile round trip.

In accordance with the decision taken at a previous review, electors in this part of the BB polling district have been offered postal vote facilities.

The options for consideration are set out below:

1. Status quo - Voting at Farley Wood Centre – Wykery Copse voters will remain in Binfield parish, Binfield with Warfield Borough Ward and Windsor Constituency.
2. Voting at the polling place for BQ Jennett's Park, but remain in the above electoral areas – This would necessitate the creation of a new polling district (BC) for the Wykery Copse and associated properties (136 in total at present) and although their polling place would be outside the polling district, the proximity and convenience of the Jennett's Park polling place is felt to outweigh this consideration. Because BC voters would be voting for different councillors/MPs etc, there would need to be good segregation but the accommodation at the new Community Centre is understood to be able to facilitate this.
3. Either 1 or 2 above and also undertake a Community Governance Review with a view to adjusting the boundaries of Binfield Parish Council and the Great Hollands Ward of Bracknell Town Council to place Wykery Copse residents etc in the Great Hollands Town Ward.

As requested by the 21 June meeting, the views of the Head of Community Engagement and Equalities was sought regarding the future electoral arrangements for the residents of Wykery Copse and these are set out below:

“I still believe that the A329 is a strong natural boundary and that therefore Wykery Copse residents should be able to use the Jennett's Park community centre to vote. I also believe that the Wykery Copse area would identify more with Jennett's Park which is why the Community Cohesion and Engagement Working Group recommended a Community Governance Review when they last considered the issue. However, there should be further consultation with residents to test that thinking”.

Brownlow Memorial Hall offers excellent facilities for all groups of electors and staff, although the egress onto the busy Warfield Road and the junction with Forest Road must be navigated with care.

No representations were received regarding these polling places.

Returning Officer’s Proposals for BA, BB and WM:

- a) no change to Polling Districts and Polling Places for BA and WM;
- b) that a new polling district be created (BC) to cover those properties in the Wykery Copse development, Peacock Lane and Waterloo Road which are currently located in the BB polling district;
- c) that the new Jennett’s Park Community Centre, Tawny Owl Square, Bracknell be designated as the polling place for the new BC polling district ;
- d) that the voters in the revised BB polling district continue to vote at Farley Wood Community Centre.

Bullbrook

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BE	4,407	667	3,781 (2 stations)	Bullbrook Community Centre, Bullbrook Row, Bay Road, Bracknell RG12 2NL	Yes

The Bullbrook Community Centre is a well known local community building which has recently undergone some refurbishment work. It offers good facilities for all voters and staff in a central location.

Although the A329 London Road dissects the ward/polling district, the creation of a new polling district to the south of the road would not be justified by the numbers and cost. The 2002 PER took this into account and made no changes to the long standing polling arrangements.

No representations have been received relating to this polling place.

Returning Officer’s Proposal for BE: No change

Central Sandhurst

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
SP	3,926	608	3,318 (2 stations)	Sandhurst Town Council Offices, Memorial Park, Yorktown Road, Sandhurst GU47 9BJ	Yes

The current polling station has been in use since 1999 and is located in the modern town council offices, affording plentiful car parking, access for all voters and good facilities for staff. However, it is situated to the south of the polling district and is separated from the remainder of the polling district by the A321 Yorktown Road. This constitutes a barrier in accordance with the guidelines, albeit one that was taken into account in the 2002 PER when no changes were recommended. The only other option identified is Sandhurst Library on the other side of Yorktown Road, although the facilities here are not as good and it would involve disruption to library customers.

No representations have been received relating to this polling place.

Returning Officer's Proposal for SP: No change

College Town

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
SO	4,718	717	4,001 (2 stations)	College Town Infants School, Branksome Hill Rd, College Town, Sandhurst GU47 0QF	Yes

In order to avoid disruption for pupils and those with parental responsibilities, the borough's schools are used as polling stations only in exceptional cases. This school is the only known, suitable public building in the polling district, is well located and well-known locally.

No representations have been received relating to this polling place.

Returning Officer's Proposal for SO: No change

Crown Wood

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BF	3,012	352	2,660 (2 stations)	Crown Wood Community Centre, Opladen Way, Bracknell RG12 0PE	Yes
WW	2,933	330	2,603 (2 stations)	Forest Park Community Centre, Horndean Road, Forest Park, Bracknell RG12 0XQ	Yes

The present Crown Wood ward of the Borough Council was created following the PER and comprises the Crown Wood ward of Bracknell Town Council (polling district BF) and the Forest Park ward of Winkfield Parish Council (polling district WW)

Both polling places are well known, located in central positions and offer good facilities for all voters and staff. One representation has been received supporting the continuation of Forest Park CC as the polling place for WW voters.

Returning Officer's proposal for BF and WW: No change

Crowthorne

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
CN	3,935	686	3,249 (2 stations)	Crowthorne Parish Hall, Heath Hill Road South, Crowthorne RG45 7BN	Yes

This is a well known and well located venue which has undergone refurbishment and offers improved facilities for all voters.

No representations have been received relating to this polling place.

Returning Officer's proposal for CN: No change

Great Hollands North

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BH	3,059	362	2,697 (2 stations)	Great Hollands Community Centre, The Square, Wordsworth, Bracknell RG12 8UX	Yes
BQ	1,065	144	921	Jennett's Park Temporary Community Centre, Peacock Lane, Bracknell RG12 8SS	Yes

The polling place for BH polling district is located in the centre of the polling district, is well known, in a good location and serves all of the local electorate well.

The BQ polling district was created after the 2007 review to accommodate the new development at Jennett's Park. The current polling place for BQ is the temporary Community Centre located next to the Peacock Farm Public House. A representation has been received regarding this polling place.

In September 2011 the new Community Centre for Jennett's Park, located at Tawny Owl Square, next to the new school, became available. It is understood that the temporary community centre will then be demolished. It is therefore proposed that the new Community Centre be designated as the polling place for the BQ polling district.

A representation has been received regarding the creation of Jennett's Park as a separate Borough Ward. This could not be achieved through a Community Governance Review and would need to be part of either a Periodic Electoral Review or as a result of a request to the Boundary Commission for an intermediate review of the Borough boundaries.

Returning Officer's proposals for BH and BQ:

- a) **No change to the arrangements for the existing BH polling district;**
- b) **that the new Jennett's Park Community Centre, Tawny Owl Square, Bracknell be designated as the polling place for the BQ polling district.**

Great Hollands South

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BJ	3,869	574	3,295 (2 stations)	Woodenhill Primary School, Staplehurst, Bracknell RG12 RG12 8DB	Yes

Woodenhill Primary School has been the designated polling place for Great Hollands South Ward for a number of years and has been regularly reviewed to see if an alternative venue could be found. It accommodates two polling stations.

The headteacher of Woodenhill School has responded to the current consultation asking for the school not to be used as a polling station because of the disruption to children and parents, particularly at short notice such as for by-elections or a snap general election. The Great Hollands Bowling Club on South Road was suggested as an alternative. This venue has been considered previously but discounted for access reasons.

A further response to the consultation asked that either all the voters from this polling district or those from the Ringwood, Ullswater, Underwood and Holbeck etc vicinity should vote at either the Community Centre in Great Hollands Square (currently also the polling place for Great Hollands North voters) or at the Talk Shop, also in Great Hollands Square. A mobile facility was also suggested.

Staff have visited the two venues mentioned. The Talk Shop could reasonably only accommodate one polling station. There is also uncertainty regarding the future of this unit from 2013.

The Community Centre could also accommodate one further polling station in a room to the rear of the building; no other room was available for viewing.

However, both these options would still require one polling station to be located at the school.

If the preferred option was to accommodate the residents in the Holbeck – Ullswater area of Great Hollands South at the Community Centre, a new polling district would need to be created. Maps and electorate details for a possible new polling district will be available at the meeting.

The provision of a mobile polling station with its significant costs, security, access and other issues is not regarded as being beneficial to the local voters.

One representation in support of the continued use of the school as a polling station was received.

As by-elections and snap general elections are an infrequent occurrence and the school can plan ahead for scheduled elections,

Returning Officer's proposal for BJ: No change

Hanworth

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BD	3,013	401	2,612 (2 stations)	Birch Hill Community Centre, Leppington, Bracknell RG12 7WW	Yes
BK	3,203	519	2,684 (2 stations)	The Pines Community Centre, Hanworth Road, Bracknell RG12 7WX	Yes

Birch Hill (polling district BD) and Hanworth (polling district BK) form two Bracknell Town Council wards.

Whilst both polling stations are located on the western edge of the polling district, both are polling places of long standing and are at well-known venues, which offer good, all-round facilities.

Two responses in support of the Pines Community Centre facilities have been received.

The Returning Officer's proposal for BD and BK: No change

Harmans Water

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BL	4,495	582	3,913 (2 stations)	St Paul's Church, The Square, Harmans Water, Bracknell RG12 9LP	Yes, albeit via a ramp the Council provides at every election
WV	1,482	204	1,272	Martins Heron & The Warren Community Centre, Whitton Road, Martins Heron, Bracknell RG12 9TZ	Yes

The BL polling district is the Harmans Water ward of Bracknell Town Council and WV is the Martins Heron and Warren ward of Winkfield Parish Council.

The electorate in the polling district was 3,844 at the last review – the increase is mainly down to the number of voters at the new development called “The Parks” which is the former RAF Staff College site and further development continues on this site.

The present polling place at St Paul's Shared Church is used for two polling stations and the numbers mean that with further occupation on The Parks there is likely to be a need for a third polling station.

Other options include Harmans Water School, which is a former polling place but would necessitate the closure of the school.

A new Community Centre and Sports Pavilion is expected to be built on the Parks as the development progresses, although no firm timescale is yet known. It is possible that this could be considered as a future polling place for the residents of The Parks.

No representations have been received relating to this polling place.

Returning Officer's proposal for BL: No change, but to be kept under review.

Harmans Water (Cont'd)

Martins Heron and the Warren Community Centre is a modern building, well located and offering good access and facilities for all.

No representations have been received relating to this polling place.

Returning Officer's proposal for WV: No change

Little Sandhurst and Wellington

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
SQ	3,321	571	2,750 (2 stations)	Methodist Church Hall, Scotland Hill, Sandhurst GU47 8JR	Yes
CS	929	113	816	Crowthorne Parish Hall, Heath Hill Road South, Crowthorne RG45 7BN	Yes

The SQ polling district is the Little Sandhurst ward of Sandhurst Town Council and the CS polling district is the Crowthorne South ward of Crowthorne Parish Council.

The Methodist Church Hall in Scotland Hill is a long established polling place, well-known to the local electorate. Refurbished a number of years ago, improvements were made to the parking area and facilities which are now acceptable. There is no obvious alternative venue.

One representation has been received requesting the use of New Scotland Hill Junior School as either a second polling place for SQ voters or in place of the current venue whose location the respondent considers disadvantages voters from the Sandy Lane area of the ward.

The Council endeavours to use alternative venues to a school for polling purposes. However, when the school was used some years ago, the access and egress also proved difficult at this location.

Returning Officer's proposal for SQ: No change

At the last review alternative venues for a polling place in the CS polling district were considered including the aerobics studio at Wellington Sports Centre, The Methodist Church Hall and the community area of Copenhagen Walk. However it was decided to remain at the Parish Hall, which although outside the polling district, is a well known location which is accessible to all. No problems have been reported relating to the electorate from different polling districts voting in the same room.

No representations have been received relating to this polling place.

Returning Officer's proposal for CS: No change

Old Bracknell

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BM	1,585	193	1,392	Easthampstead & Wildridings Community Centre, Rectory Lane, Bracknell RG12 7BH	Yes
BN	2,579	365	2,214	Easthampstead Baptist Church Hall, South Hill Road, Bracknell RG12 7NS	Yes

Old Bracknell is a large ward with over 4000 electors. Prior to the PER it had been divided into two polling districts and the review did not change that arrangement, as the two polling places within the polling districts were convenient and accessible to all.

The size of the electorate requires a minimum of two polling stations and depending on the combination of elections it could be that a third polling station is required (as at BN for the 2011 elections).

If a single polling district for the ward was created then only Easthampstead and Wildridings Community Centre could accommodate two or at most three polling stations. This would entail relocating the current polling station from the ground floor to the lower room, access to which for disabled voters would have to be by means of a lift.

Easthampstead Baptist Church Hall is in a central location for the electors in the BN polling district and offers good and convenient voting facilities.

No representations have been received relating to this polling place.

Returning Officer's Proposal for BM and BN: No change.

Owlsmoor

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
SJ	3,950	568	3,382 (2 stations)	Owlsmoor Community Centre, Yeovil Road, Owlsmoor, Sandhurst GU47 0TF	Yes

The needs of the electors are well served by this relatively modern building that is well-known locally and offers good access and facilities.

No representations have been received relating to this polling place.

Returning Officer's Proposal for SJ: No change

Priestwood and Garth

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BG	2,915	396	2,519 (2 stations)	Bracknell Methodist Church Hall, Shepherds Lane, Bracknell RG42 2DD	Yes
BP	2,830	366	2,464 (2 stations)	Priestwood Community Centre, Priestwood Court Road, Bracknell RG12 1TU	Yes

Garth (polling district BG) and Priestwood (polling district BP) are both town council wards.

Alternative venues that have been used/considered in the past are Meadowvale Junior School and Braybrooke Community Centre.

Both current polling places are of long standing and are centrally located in the residential parts of the polling districts. The buildings offer acceptable facilities for both electors and staff. There would appear to be no tangible benefit to the electorate to change the polling places at this time.

No representations have been received relating to this polling place.

Returning Officer's Proposal for BG and BP: No change

Warfield Harvest Ride

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
WG	4,290	701	3,589 (2 stations)	Whitegrove Youth & Community Centre, County Lane, Warfield, Bracknell RG42 3JP	Yes
WQ	1,623	336	1,287	Whitegrove Youth & Community Centre, County Lane, Warfield, Bracknell RG42 3JP	Yes

These are separate polling districts as they are both parish wards (WG being Whitegrove and WQ Quelm). The polling place is not within the WQ polling district.

Whitegrove Youth & Community Centre is a modern facility, with two rooms that can be deployed as separate polling stations.

It is a very well located building being part of the main shopping area for the Warfield Parish, between the library and medical centre, with ample free car parking and has easy access and egress to all voters.

Brownlow Hall was considered at the last review as an alternative for the WQ polling district although it too is also outside the polling district. There were concerns about access and egress issues for an increased electorate at that venue as well as the need to ensure that two rooms could be used. No change was made at that time and there has been no subsequent change in relation to those issues since then. No other alternative location has been identified.

No representations have been received relating to this polling place.

Returning Officer's Proposals for WG and WQ: No change.

Wildridings and Central

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
BT	935	165	770	Easthampstead House, Town Square, Bracknell RG12 1AQ	Yes
BW	2,584	351	2,233 (2 stations)	Wildridings Primary School, Netherton, Bracknell RG12 7DX	Yes

The two polling districts relate to two parish wards on the town council – BT being the Town Centre ward and BW covering the Wildridings ward.

Emmanuel Church in Netherton has previously been identified as a possible alternative venue to the school but the Church advised that the building is not available for hire.

The school is a well known venue and provides good access and egress to all voters.

No representations have been received relating to this polling place.

Returning Officer's Proposal for BW: No change.

Following the PER and the creation of the new Wildridings and Central Ward in 2002, Easthampstead House was designated as the polling place for the BT ward. As the Town Centre regeneration proposals included the demolition of Easthampstead House and the construction of a number of new residential properties, this has been under annual review ever since.

Under the current review, a representation has been received from the Kerith Centre in Tytherton offering the use of their buildings as a polling station for BT.

The premises offer good facilities for all and are well located for the current electorate for the Town Centre ward, many of whom live in nearby Jubilee Court (124 properties), Mount Lane (308 properties)/Mount Pleasant, Marchmont Place, The Ridgeway etc.

Whilst the K2 building would accommodate the majority of the elections, if an election was held during school holidays, the polling station would need to relocate to the main Kerith building, as the Centre is contracted to providing respite care.

Kerith Centre would offer a longer term solution to the polling place for BT ward and the views of the Steering Group are requested.

Returning Officer's Proposal for BT: the Kerith Centre Buildings be designated as the polling station for BT.

Winkfield and Cranbourne

Existing Arrangements					
Polling District	Electors	Postal voters	Polling station electorate	Polling Place	Disabled Access
WN	307	63	244	The Carnation Hall, Chavey Down Road, Winkfield Row, Bracknell RG42 7PA	Yes
WP	799	160	639	Warfield Park Community Hall, The Plateau, Warfield Park, Bracknell RG42 3RH	Yes
WS	1,706	244	1,462	The Carnation Hall, Chavey Down Road, Winkfield Row, Bracknell RG42 7PA	Yes
WZ	1,148	177	971	The Royal British Legion Hall, Hatchet Lane, Winkfield SL4 2EE	Yes

This Borough ward was created following the PER. It joined the Warfield Park parish ward (made up of the WN and WP polling districts) of Warfield Parish Council ward, with the Winkfield and Cranbourne parish ward (comprising the WS and WZ polling districts) of Winkfield Parish Council.

The last Polling Districts and Polling Places review in 2007 split the WN and WP polling districts into two following the construction of the Community Centre on Warfield Park and in 2010, Carnation Hall was designated as the Polling Place for WN voters. This has worked successfully for the last two elections.

Both the Royal British Legion and Carnation Hall are well-known and well located buildings offering good access and facilities and serve their electorate well.

A representation has been received requesting that electors in the Squirrels mobile home park should have a polling place close to their location. This has been considered in the past but there is no suitable alternative accommodation available. The cost and inconvenience of a mobile facility is considered to outweigh any benefits to voters.

Returning Officer's Proposals for WN, WP, WS and WZ: - No change

Parliamentary Polling arrangements for that part of the Bracknell Parliamentary constituency which is in Wokingham Borough Council area

Arrangements in 2010				
Polling District and Parish ward	Electors in 2010	Number of polling stations	Polling Place	Disabled Access
FAB (Finchampstead North Parish Ward)	4353	2	California Ratepayers Hall, Finchampstead Road, Wokingham RG40 3RL	Yes
FBB1 (Finchampstead South Parish Ward)	3246	2	Finchampstead Baptist Church Centre, Gorse Ride North, Finchampstead RG40 4ES	Yes
FBB2 (Finchampstead South Parish Ward)	1269	1	Finchampstead Memorial Hall, (The Committee Room), The Village, Finchampstead RG40 4JU	Yes
XWB (Wokingham Without Parish Ward)	5377	3	Oaklands Junior School, Butler Road, Crowthorne, Wokingham RG45 6QZ	Yes
FCB (Lower Wokingham Parish Ward)	841	1	Oaklands Junior School, Butler Road, Crowthorne, Wokingham RG45 6QZ	Yes

The above were all reviewed in 2010 by Wokingham Borough Council as part of a borough wide review they undertook following the General Election

The review highlighted an issue at Finchampstead Memorial Hall where a wheelchair user could not be accommodated due to limited space. However, the Pavilion behind the Memorial Hall was found to offer improved facilities.

It was agreed that the polling place for polling district FBB2 be changed to Finchampstead Sports Pavilion, The Village, Finchampstead Wokingham RG40 4JU and that the other polling districts and polling places be unchanged.

The Acting Returning Officer's Proposal for the Wokingham Polling Places that fall in the Bracknell constituency: No change.

LIST OF RESPONSES RECEIVED TO THE PUBLIC CONSULTATION

Number	Date	Person	Comment	Source
1	27 May 2011	Cllr Tony Virgo	<p>He would like consideration given to the voters from the Bodens Ride and Coronation Road area of the Ascot Priory polling district being able to vote at North Ascot Community Centre, Fernbank Road, Ascot rather than St Martin's Church Hall, Church Road, Chavey Down.</p> <p>He advised that the electors have to drive along London Road to reach St Martin's Church Hall and in so doing they pass the Fernbank Road junction which they could take to travel to North Ascot Community Centre.</p> <p>He appreciated that several of the voters in the area concerned did have a postal vote but he considered that the change of venue would be more convenient to the other voters in that area.</p>	Phone
2	6 June 2011	Cllr Michael Gbadebo	We had a very low turn-out during the last local elections at Jennett's Park. My belief is that one of the contributing factors was the location of the polling station which was the temporary community centre across the road from the main development. For future elections, I would like to propose that the polling station for JP be moved to the new school at the heart of the community (hopefully it will be operational by then).	Email
3	9 June 2011	Madeline Diver	Forest Park community Centre is first class - Access; Parking and even bus are all AI	email
4	9 June 2011	Dr Farooq Awan	My local polling station is Woodenhill Primary School. It meets my requirements perfectly and would not want it to be changed.	email
5	9 June 2011	Anne Gibbons	As a family we are happy that the Pines Community Centre is a good and convenient place for the residents of Hanworth to register their votes.	email
6	9 June 2011	Beryl Kingsnorth	I am happy with my polling place at The Pines School	email
7	17 June 2011	Cllr Mrs Mary Temperton	<p>The residents of Jennett's Park feel no affiliation with Great Hollands at all. If the boundary for the Parish and Borough and Parliamentary elections is to be altered to be the A329 rather than Peacock lane, I propose that this become a ward on its own- The Jennett's Park ward, Returning its own councilors.</p> <p>Could there be a polling station near the Squirrels, Cranbourne, for the mobile park residents?</p> <p>Could a temporary building be used for the Great Hollands South voters, located on the carpark of the ex-East Lodge site, to avoid the need to close the school? Could the SHOP at Great Hollands</p>	

			square, be used? Many residents resent the need to shut the school but access there prevents any alternative if the School is used as the polling station.	
8	20 June 2011	Cllr Mrs Mary Temperton	<p>Note of conversation with Cllr Ms Mary Temperton.</p> <p>She was concerned that the steep hill on Wooden Hill discouraged electors from Ringwood, Ullswater and the other roads round to Holbeck from voting and increases their view that “my thoughts don’t count”.</p> <p>Cllr Mrs Temperton appreciated that a postal vote was an option but considered that most people still wanted to vote in person and actively participate in the democratic process.</p> <p>She suggested that the voters from the roads in Great Hollands South not at the top of Wooden Hill could be provided with a polling station nearer to their properties.</p> <p>The roads concerned would include Ringwood, Ullswater, Underwood, Beedon Drive, Halewood, Highfield and Holbeck</p> <p>Cllr Mrs Temperton suggested two options: a) a temporary portable polling station could be placed on the site of the former East Lodge premises. This had been demolished some time ago and was now a vacant gravelled plot opposite Hollands Pine and near a bus stop. b) the Talk Shop building, 2 Great Hollands Square, Bracknell</p> <p>Mrs Temperton acknowledged that both locations were just outside the polling district of BJ but also referred to similar situations which existed elsewhere in the borough.</p> <p>She stated she would further support her case at the Steering Group meeting.</p>	
9	20 June 2011	Joanna Quinn, Headteacher at Wooden Hill Primary School	<p>Note of conversation with Joanna Quinn, Headteacher at Wooden Hill Primary School</p> <p>I advised that we had a meeting of the Review Steering Group tomorrow and wished to sound out her thoughts. She stated that would be responding formally but wanted her views reported.</p> <p>She would prefer an alternative venue to the school to be designated to avoid the need to close the school and the resultant disruption to the education of the children and inconvenience to their families.</p> <p>She stated that where an election is a scheduled one that the school can arrange a teacher training day and give parents considerable notice of the closure. However she was concerned that in the event of a by-election or snap general election that the period of notice could be 30 days.</p>	

			Her suggestion was Great Hollands Pavilion on South Road. She stated that there were good footpaths from Wooden Hill, Trevelyan and Tawfield that led to the Pavilion.	
10	4 July 2011	Ray Earwicker Bracknell Liberal Democrats	<p>Reference is drawn to your email of 26 May 2011 to interested parties regarding the review of polling districts and polling stations currently being carried out by a Review Group in accordance with S18 of the Representation of the People Act 1983 (as amended).</p> <p>Bracknell Liberal Democrats welcome the review and still strongly believe that the existing polling arrangements in Little Sandhurst fail to meet the needs of most of the electors in this ward. The currently designated polling station in Scotland Hill deters many voters from making the arduous journey from the Sandy Lane area, where the majority of electors live. New Scotland Hill Junior School would provide a much more convenient polling station for these electors.</p> <p>It is our belief that an examination of the marked register for May 2011 will show a disproportionate number of voters who live close to the existing polling station. While this may not be especially uncommon we believe the scale of the discrepancy in this case will be exceptional and unlikely to be reduced by the increased use of postal voting.</p> <p>Ideally two polling stations would seem to offer the best solution although this could no doubt lead to some increase in overall costs. In the interests of greater fairness and better support for the democratic process however improved access must be a prime concern and proper examination needs to be given to improving the arrangements that currently exist in this ward.</p> <p>We hope the Review Group will give due consideration to this proposal.</p>	
11	5 July 2011	Andrew Jackson Kerith Community Church	<p>We understand that you are currently reviewing polling districts and places and inviting representations from local organisations.</p> <p>Kerith Community Church is located within the Wildridings and Central Ward and the local polling station for residents in the area of the church would be Easthampstead House.</p> <p>We understand that voter turnout at Easthampstead House is very low and we wonder whether it would be higher if voting took place either in a more central location in the town or in a place where there are more people passing or in a building closer to where the majority of voters live.</p>	
12	5 July 2011	Ed Glasson, Chairman, Bracknell Forest Federation of	<p>I'd hoped that we might be able to have a proper discussion about the current review of polling arrangements at our latest Federation general meeting on 30th June. Unfortunately, with an unusually lengthy agenda, that wasn't possible. However, since this is a matter of importance to</p>	

		Community Groups	<p>all the community associations around Bracknell Forest, which the Fed. aims to represent, I thought I should write to you to restate the view we formed when the hire of community centres for use as polling stations became a pretty lively issue 3 or 4 months ago. To summarize, the Fed. feels that:</p> <p>a) A key obligation of every CA is to provide a polling place at its community centre for the community it serves.</p> <p>b) In the interests of high turnout, and to make voting as straightforward as possible for residents, it is best to use the same polling place year in year out.</p> <p>c) As in this year's elections, community centres should, normally, be let for polling at the local CA's community hire rate, except where the CA suffers a significant loss of revenue, and has to inconvenience other regular users, because the whole building is to be used.</p> <p>The Fed. has close to 200 community activists in various groups on its mailing list drawn from 50 groups serving many tens of thousands of residents across Bracknell Forest. These groups include some 20 community associations most of whom run local community centres which are regularly used as polling stations.</p> <p>I hope, given all that, that BFC will give due weight to our views. As you and I both know, most of the local volunteers on whom our community centres depend were outraged to be told this year, for the first time, that their community centres were to be requisitioned at a peppercorn rent for polling. I'm sure, if we are able to stick to the arrangement that we arrived at this year, after that furore, that most of our CA's will be able to live with it.</p> <p>Obviously, we will be keenly interested in learning the outcome of the review in due course.</p>
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**ELECTORAL REVIEW STEERING GROUP
6 OCTOBER 2011
3.00 - 3.45 PM**



Present:

Councillors Mrs Ballin, Birch, Mrs Temperton and Ward

8. Election of Chairman

RESOLVED that Councillor Mrs Ballin be elected Chairman of the Electoral Review Steering Group for the Municipal Year 2011/12.

COUNCILLOR MRS BALLIN IN THE CHAIR

9. Appointment of Vice-Chairman

RESOLVED that Councillor Birch be appointed Vice-Chairman of the Electoral Review Steering Group for the Municipal Year 2011/12.

10. Declarations of Interest

None declared.

11. Notes of the Meeting held on 21 June 2011

The notes of the inquorate meeting held on 21 June 2011 were received and it was noted that the reference to BJ in the fifteenth paragraph of minute 6 should read BB.

12. Polling District and Polling Place Review 2011

Daphne Gray, Registration Services Manager, presented the updated position in relation to the Polling Districts and Polling Places Review 2011 which contained details of the review process, current polling districts and polling places and proposals identified for change.

As explained at the previous inquorate meeting the review of polling districts and polling places was a legal requirement undertaken every four years. The local authority was required to demonstrate that as far as practical they had met the criteria set out in the legislation to ensure that all electors had reasonable facilities for voting and regard was given to the accessibility needs of disabled persons. Stakeholders and interested parties were consulted for their views. The review had considered all polling districts and polling places in the borough.

The Steering Group noted that a full boundary review was not in the current work programme of the Electoral Commission but that its aim was to undertake this every 10 – 15 years. This was last undertaken in Bracknell Forest in 2002.

The proposed polling districts and polling places with no change are:

Polling District	Polling Place
BA	Binfield Memorial Hall, Terrace Road South, Binfield, Bracknell RG42 4DJ
BD	Birch Hill Community Centre, Leppington, Bracknell RG12 7WW
BE	Bullbrook Community Centre, Bullbrook Row, Bay Road, Bracknell RG12 2NL
BF	Crown Wood Community Centre, Opladen Way, Bracknell RG12 0PE
BG	Bracknell Methodist Church Hall, Shepherds Lane, Bracknell RG42 2DD
BH	Great Hollands Community Centre, The Square, Wordsworth, Bracknell RG12 8UX
BK	The Pines Community Centre, Hanworth Road, Bracknell RG12 7WX
BM	Easthampstead Baptist Church Hall, South Hill, Road, Bracknell RG12 7NS
BN	Easthampstead & Wildridings Community Centre, Rectory Lane, Bracknell RG12 7BH
BP	Priestwood Community Centre, Priestwood Court Road, Bracknell RG12 1TU
BW	Wildridings Primary School, Netherton, Bracknell RG12 7DX
CN	Crowthorne Parish Hall, Heath Hill Road South, Crowthorne RG45 7BN
CS	Crowthorne Parish Hall, Heath Hill Road South, Crowthorne RG45 7BN
SJ	Owlsmoor Community Centre, Yeovil Road, Owlsmoor, Sandhurst GU47 0TF
SO	College Town Infants School, Branksome Hill Rd, College Town, Sandhurst GU47 0QF
SP	Sandhurst Town Council Offices, Memorial Park, Yorktown Road, Sandhurst GU47 9BJ
WG	Whitegrove Youth & Community Centre, County Lane, Warfield, Bracknell RG42 3JP
WM	Brownlow Memorial Hall, Newell Green, Warfield, Bracknell RG42 6AB
WN	The Carnation Hall, Chavey Down Road, Winkfield Row, Bracknell RG42 7PA
WP	Warfield Park Community Hall, The Plateau, Warfield Park, Bracknell RG42 3RH
WQ	Whitegrove Youth & Community Centre, County Lane, Warfield, Bracknell RG42 3JP

WS	The Carnation Hall, Chavey Down Road, Winkfield Row, Bracknell RG42 7PA
WV	Martins Heron & The Warren Community Centre, Whitton Road, Martins Heron, Bracknell RG12 9TZ
WW	Forest Park Community Centre, Horndean Road, Forest Park, Bracknell RG12 0XQ
WX	North Ascot Community Centre, Fernbank Road, Ascot SL5 6LA
WY	St Martin's Church Hall, Church Road, Chavey Down, Ascot SL5 8RR
WZ	The Royal British Legion Hall, Hatchet Lane, Winkfield SL4 2EE
FAB (Finchampstead North Parish Ward)	California Ratepayers Hall, Finchampstead Road, Wokingham RG40 3RL
FBB1 (Finchampstead South Parish Ward)	Finchampstead Baptist Church Centre, Gorse Ride North, Finchampstead RG40 4ES
FBB2 (Finchampstead South Parish Ward)	Finchampstead Sports Pavilion, The Village, Finchampstead Wokingham RG40 4JU
FCB (Lower Wokingham Parish Ward)	Oaklands Junior School, Butler Road, Crowthorne, Wokingham RG45 6QZ
XWB (Wokingham Without Parish Ward)	Oaklands Junior School, Butler Road, Crowthorne, Wokingham RG45 6QZ

The Group considered the remaining six polling districts and polling places in light of representations received, and taking into account current and future development strategies in the Borough.

BB	Farley Wood Centre, Turnpike Road, Binfield, Bracknell RG42 1FW
BJ	Woodenhill Primary School, Staplehurst, Bracknell, RG12 8DB
BL	St. Paul's Church, The Square, Harmans Water, Bracknell, RG12 9LP
BQ	Jennett's Park Temporary Community Centre, Peacock Lane, Bracknell, RG12 8SS
BT	Easthampstead House, Town Square, Bracknell, RG12 1AQ
SQ	Methodist Church Hall, Scotland Hill, Sandhurst GU47 8JR

The Steering Group agreed that there should be no change for the **BL** polling district, however it was proposed that the polling place which was currently at St Paul's Church, Harmans Water, be kept under review as further development on The Parks could result in the need for a third polling station. If this was to occur it was likely that a separate polling place for the residents of The Parks would need to be considered.

The Steering Group had a lengthy discussion on the accessibility of the Farley Wood Centre versus the proposed alternative of the New Jennetts Park Community Centre for residents of Wykery Copse development, Peacock Lane and Waterloo Road. The Steering Group agreed that it was not currently necessary to create a new polling district **BC** to cover those properties which were currently located in the **BB** polling district and agreed that they should continue to use the current polling place of Farley Wood. The Steering Group agreed no change to the polling place for **BB** e.g. Farley Wood Centre, Turnpike Road.

The Steering Group agreed that polling place for **BQ** be changed from the Temporary Jennett's Park Community Centre to the new permanent Community Centre, Tawney Owl Square, Bracknell.

The Steering Group discussed the proposal to move the polling place for **BT** from Easthampstead House, Town Square to the Kerith Centre buildings as the current location was recognised to have its limitations. It was noted that the Kerith Centre had not yet confirmed a cost for using the K2 building and that if an election was held during the holidays the respite care contract with the Council would prevent its use and therefore the polling station would need to relocate to the main Kerith building. It was noted that it was unlikely that elections would be held during holiday periods. The benefits of changing were significant for local residents and therefore the Steering Group agreed this change subject to a reasonable charge being agreed (£300 maximum) and the Chairman's approval.

The Steering Group discussed the suggestion to change the polling place for **SQ** from Methodist Church Hall, Scotland Hill, Sandhurst to New Scotland Hill Primary School, Grampian Road. It was noted that not only could the school only offer limited parking but that during school hours the car park would have to be closed. Given the particular layout of the surrounding roads it was agreed that on-street parking would cause significant disruption to local residents and that the closure of the car park during the school day would fragment voting to either end of the day. The Steering Group agreed no change at this time.

The Steering Group noted the Returning Officer's comments in relation to the alternatives investigated for the polling place for **BJ** as a number of concerns had been raised in relation to the continued use of Woodenhill Primary School, Staplehurst for the Great Hollands South Ward.

It had been suggested that the Great Hollands Community Centre or Talk Shop be used as an alternative to the school or that a portable cabin be placed on the site which had previously been East Lodge. The Talk Shop could only reasonably accommodate one polling station and there was uncertainty about the future of this unit from 2013. The Community Centre was able to accommodate one further polling station at the rear of the Centre, as it was currently the polling place for Great Hollands North voters. Therefore both these options would require one polling station to remain located at the school. The proposal to use a mobile polling station had been investigated but its significant costs, security, access and other issues had meant that this was not considered beneficial to local voters.

The Steering Group agreed no change to the polling place for **BJ**.

In summary the Steering Group agreed that:

- i) there should be no change for the BL polling district but that the polling place which is currently at St Paul's Church, Harmans Water, be kept under review**
- ii) there should be no change to the polling place for BB e.g. Farley Wood Centre, Turnpike Road**
- iii) the polling place for BQ be changed from the Temporary Jennett's Park Community Centre to the new permanent Community Centre, Tawney Owl Square, Bracknell**
- iv) the polling place for BT be changed from Easthampstead House, Town Square to the Kerith Centre buildings subject to a reasonable charge being agreed (£300 maximum) and the Chairman's approval**
- v) there should be no change to the polling place for SQ e.g. Methodist Church Hall, Scotland Hill**
- vi) there should be no change to the polling place for BJ e.g. Woodenhill Primary School, Staplehurst**

CHAIRMAN

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**ELECTORAL REVIEW STEERING GROUP
21 JUNE 2011
3.00 - 4.00 PM**



Present:

Councillors Birch and Mrs Temperton

Apologies for Absence were received from:

Councillors Mrs Ballin and Ward

NO QUORUM – INFORMATIONAL MEETING ONLY

6. Polling District and Polling Place Review 2011

Daphne Gray, Registration Services Manager, presented the Polling Districts and Polling Places Review 2011 which contained details of the review process, current polling districts and polling places and proposals identified for change.

The review of polling districts and polling places was a legal requirement undertaken every four years. The local authority was required to demonstrate that as far as practical they had met the criteria set out in the legislation to ensure that all electors had reasonable facilities for voting and regard was given to the accessibility needs of disabled persons.

Stakeholders and interested parties were consulted for their views. Details of representations received to date were available to the Group.

The review had considered all polling districts and polling places in the borough. No change was proposed for 28 of the 33 polling districts.

No change had also been proposed for five polling districts and polling places in the Wokingham Borough Council area which formed part of the Bracknell Parliamentary constituency. It was noted that these polling districts and polling places had been reviewed by Wokingham Borough Council in 2010.

The proposed polling districts and polling places with no change, subject to consultation, were:

Polling District	Polling Place
WX	North Ascot Community Centre, Fernbank Road, Ascot SL5 6LA
WY	St Martin's Church Hall, Church Road, Chavey Down, Ascot SL5 8RR
BA	Binfield Memorial Hall, Terrace Road South, Binfield, Bracknell RG42 4DJ

WM	Brownlow Memorial Hall, Newell Green, Warfield, Bracknell RG42 6AB
BE	Bullbrook Community Centre, Bullbrook Row, Bay Road, Bracknell RG12 2NL
SP	Sandhurst Town Council Offices, Memorial Park, Yorktown Road, Sandhurst GU47 9BJ
SO	College Town Infants School, Branksome Hill Rd, College Town, Sandhurst GU47 0QF
BF	Crown Wood Community Centre, Opladen Way, Bracknell RG12 0PE
WW	Forest Park Community Centre, Horndean Road, Forest Park, Bracknell RG12 0XQ
CN	Crowthorne Parish Hall, Heath Hill Road South, Crowthorne RG45 7BN
BH	Great Hollands Community Centre, The Square, Wordsworth, Bracknell RG12 8UX
BD	Birch Hill Community Centre, Leppington, Bracknell RG12 7WW
BK	The Pines Community Centre, Hanworth Road, Bracknell RG12 7WX
WV	Martins Heron & The Warren Community Centre, Whitton Road, Martins Heron, Bracknell RG12 9TZ
SQ	Methodist Church Hall, Scotland Hill, Sandhurst GU47 8JR
CS	Crowthorne Parish Hall, Heath Hill Road South, Crowthorne RG45 7BN
BN	Easthampstead & Wildridings Community Centre, Rectory Lane, Bracknell RG12 7BH
BM	Easthampstead Baptist Church Hall, South Hill, Road, Bracknell RG12 7NS
SJ	Owlsmoor Community Centre, Yeovil Road, Owlsmoor, Sandhurst GU47 0TF
BG	Bracknell Methodist Church Hall, Shepherds Lane, Bracknell RG42 2DD
BP	Priestwood Community Centre, Priestwood Court Road, Bracknell RG12 1TU
WG	Whitegrove Youth & Community Centre, County Lane, Warfield, Bracknell RG42 3JP
WQ	Whitegrove Youth & Community Centre, County Lane, Warfield, Bracknell RG42 3JP
BW	Wildridings Primary School, Netherton, Bracknell RG12 7DX
WN	The Carnation Hall, Chavey Down Road, Winkfield Row, Bracknell RG42 7PA
WP	Warfield Park Community Hall, The Plateau, Warfield Park, Bracknell RG42 3RH
WS	The Carnation Hall, Chavey Down Road, Winkfield Row, Bracknell RG42 7PA
WZ	The Royal British Legion Hall, Hatchet Lane, Winkfield SL4 2EE
FAB (Finchampstead North Parish Ward)	California Ratepayers Hall, Finchampstead Road, Wokingham RG40 3RL

FBB1 (Finchampstead South Parish Ward)	Finchampstead Baptist Church Centre, Gorse Ride North, Finchampstead RG40 4ES
FBB2 (Finchampstead South Parish Ward)	Finchampstead Sports Pavilion, The Village, Finchampstead Wokingham RG40 4JU
XWB (Wokingham Without Parish Ward)	Oaklands Junior School, Butler Road, Crowthorne, Wokingham RG45 6QZ
FCB (Lower Wokingham Parish Ward)	Oaklands Junior School, Butler Road, Crowthorne, Wokingham RG45 6QZ

The Group considered the remaining five polling districts and polling places in light of representations received, and taking into account current and future development strategies in the Borough.

No change was proposed for the BL polling district, subject to consultation, however it was proposed that the polling place which was currently at St Paul's Church, Harmans Water, be kept under review as further development on The Parks could result in the need for a third polling station. If this was to occur it was likely that a separate polling place for the residents of The Parks would need to be considered.

No change was proposed for the BT polling district, subject to consultation. However it was proposed that the polling place which was currently at Easthampstead House, Bracknell, be kept under review until development of the Bracknell town centre and the construction of a number of new residential units was clearer.

It was proposed that the polling place for polling district BQ which was currently Jennett's Park Temporary Community Centre, Peacock Lane, be designated as Jennett's Park Community Centre, Tawny Owl Square, which would open in September 2011 as the permanent community centre. It was understood that the temporary community centre was to be demolished.

The Group noted that a number of concerns had been raised regarding the polling place for polling district BJ which was Woodenhill Primary School, Bracknell.

Two representations had been received in which concern had been expressed regarding the need to close the school for a day to accommodate the polling station. The Group noted that the situation of the school at the top of a steep hill, and the absence of a bus service along Staplehurst made it difficult for some residents with mobility issues to access the polling station.

It was suggested that the Great Hollands Community Centre foyer or Talk Shop be used as an alternative to the school or that a portable cabin be placed on the site which had previously been East Lodge.

It was agreed that officers would investigate the suggestions made by the Group and would report back at the next meeting of the Steering Group.

Polling district BB was created a number of years ago to accommodate the Farley Wood Development. At present the boundary line meant that residents in Wykery Copse and a number of other properties along Peacock Lane were in polling district BB with their polling station in Farley Wood, despite their separation from the rest of BB by the A329(M).

The Group favoured the creation of a new polling district BC which would comprise of the properties of Wykery Copse together with the other near properties south of the A329(M).

It was suggested that the new Jennett's Park Community Centre be used as the polling place for the new polling district. Although this was outside of the new BC polling district it was considered to be more convenient with improved accessibility for the residents who at present voted at Farley Wood Centre some 4.5 miles away.

It was agreed that results of community cohesion work undertaken in the area would be refreshed and brought to the next meeting of the Steering Group to facilitate further discussion on the communities of the new development at Jennett's Park and Wykery Copse in relation to the parish boundaries of Binfield Parish Council and Bracknell Town Council.

7. **Future meetings**

The next meeting of the Electoral Review Steering Group was to be held on Tuesday 9 August at 3.30pm in the Boardroom.

ANNEX C

Polling Districts and Polling Places for Bracknell Forest Council

1 December 2011

Polling District	Polling Place
BA – Binfield	Binfield Memorial Hall, Terrace Road South, Binfield, Bracknell RG42 4DJ
BB – Binfield	Farley Wood Centre, Turnpike Road, Binfield, Bracknell RG42 1FW
BD – Birch Hill	Birch Hill Community Centre, Leppington, Bracknell RG12 7WW
BE – Bullbrook	Bullbrook Community Centre, Bullbrook Row, Bay Road, Bracknell RG12 2NL
BF – Crown Wood	Crown Wood Community Centre, Opladen Way, Bracknell RG12 0PE
BG – Garth	Bracknell Methodist Church Hall, Shepherds Lane, Bracknell RG42 2DD
BH – Great Hollands North	Great Hollands Community Centre, The Square, Wordsworth, Bracknell RG12 8UX
BJ Great Hollands South	Woodenhill Primary School, Staplehurst, Bracknell, RG12 8DB
BK – Hanworth	The Pines Community Centre, Hanworth Road, Bracknell RG12 7WX
BL – Harmans Water	St. Paul's Church, The Square, Harmans Water, Bracknell, RG12 9LP
BM – Old Bracknell	Easthampstead Baptist Church Hall, South Hill, Road, Bracknell RG12 7NS
BN – Old Bracknell	Easthampstead & Wildridings Community Centre, Rectory Lane, Bracknell RG12 7BH
BP - Priestwood	Priestwood Community Centre, Priestwood Court Road, Bracknell RG12 1TU
BQ – Great Hollands South (Jennett's Park)	Jennett's Park CC, 1, Tawny Owl Square, Bracknell RG12 8EB
BT – Central	Kerith Centre, Church Road, Bracknell RG12 1EH
BW – Wildridings	Wildridings Primary School, Netherton, Bracknell RG12 7DX
CN - Crowthorne	Crowthorne Parish Hall, Heath Hill Road South, Crowthorne RG45 7BN
CS - Crowthorne South	Crowthorne Parish Hall, Heath Hill Road South, Crowthorne RG45 7BN
SJ – Owlsmoor	Owlsmoor Community Centre, Yeovil Road, Owlsmoor, Sandhurst GU47 0TF
SO – College Town	College Town Infants School, Branksome Hill Rd, College Town, Sandhurst GU47 0QF
SP – Central Sandhurst	Sandhurst Town Council Offices, Memorial Park, Yorktown Road, Sandhurst GU47 9BJ

SQ – Little Sandhurst	Methodist Church Hall, Scotland Hill, Sandhurst GU47 8JR
WG – Whitegrove	Whitegrove Youth & Community Centre, County Lane, Warfield, Bracknell RG42 3JP
WM – St Michael's	Brownlow Memorial Hall, Newell Green, Warfield, Bracknell RG42 6AB
WN – Warfield Park	The Carnation Hall, Chavey Down Road, Winkfield Row, Bracknell RG42 7PA
WP – Warfield Park	Warfield Park Community Hall, The Plateau, Warfield Park, Bracknell RG42 3RH
WQ – Quelm	Whitegrove Youth & Community Centre, County Lane, Warfield, Bracknell RG42 3JP
WS – Winkfield & Cranbourne	The Carnation Hall, Chavey Down Road, Winkfield Row, Bracknell RG42 7PA
WV – Martins Heron & Warren	Martins Heron & The Warren Community Centre, Whitton Road, Martins Heron, Bracknell RG12 9TZ
WW – Forest Park	Forest Park Community Centre, Horndean Road, Forest Park, Bracknell RG12 0XQ
WX – Ascot	North Ascot Community Centre, Fernbank Road, Ascot SL5 6LA
WY – Ascot Priory	St Martin's Church Hall, Church Road, Chavey Down, Ascot SL5 8RR
WZ - Cranbourne	The Royal British Legion Hall, Hatchet Lane, Winkfield SL4 2EE

TO: EXECUTIVE
15 NOVEMBER 2011

**REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)
Director of Corporate Services - Legal**

1 PURPOSE OF REPORT

- 1.1 To approve the Council's Policy on Directed Surveillance and use of Covert Human Intelligence Sources.

2 RECOMMENDATION(S)

- 2.1 That the Executive approve the Policy on Directed Surveillance and use of Covert Human Intelligence Sources at Annex A.**

3 REASONS FOR RECOMMENDATION(S)

- 3.1 The Council's Policy ensures compliance with Regulation of Investigatory Powers Act 2000 and the Human Rights Act 2000.
- 3.2 The statutory Code of Practice issued by the Home Office states elected members should set the Policy once a year.
- 3.3 In March 2011 the Council was subject to an inspection from the Office of Surveillance Commissioners. The report states "Formal ratification of the revised Policy by the Council has been deferred pending my inspection, but can now proceed". The report described the Council's policy as "clear, accurate and practical" and that there was a sound RIPA structure in place. It also described the Council's use of RIPA as moderate.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None. The Council should have a Policy which is up to date, reflects the Code of Practice and recent case law about the appropriate use of RIPA.

5 SUPPORTING INFORMATION

- 5.1 There has been a considerable amount of controversy over the use of RIPA "powers". In fact, the RIPA legislation does not confer powers of investigation but does allow properly made RIPA authorisations to afford protection against a claim that there has been a breach of an individual's human rights, in particular Articles 6 and 8 of the European Convention; (right to "fair trial" and right to "private and family life, home and correspondence").
- 5.2 The RIPA legislation and the Council's Policy apply to (1) "Directed Surveillance"; surveillance which is covert and (2) "Covert Human Intelligence Sources"; the use of an undercover person. The Council's Policy contains procedure notes and the appropriate forms to ensure all covert surveillance is carried out in accordance with the law.

- 5.3 The Council is only able to use RIPA powers for the purpose of preventing or detecting crime or preventing disorder. This Council generally only uses RIPA powers for test purchases in respect of underage sales of alcohol, cigarettes and knives.
- 5.4 The Council's framework and use of RIPA is subject to inspection by the Office of Surveillance Commissioners. The inspector visited in March 2011 and found that a sound RIPA structure was in place. There are however two recommendations, both of which are accepted and will be implemented. Firstly, that refresher training is undertaken by the Chief Executive and secondly, that the applications and authorisations address the issues of necessity and proportionality separately in relation to each test purchase premises and no test purchases are attempted at any premises not listed.

Review of Policy by Executive

- 5.5 The Home Office has issued a revised Code of Practice which provides guidance on the use of the Regulation of Investigatory Powers Act: *The Covert Surveillance and Property Interference revised Code of Practice*. It came into force on 6 April 2010. The Revised Code states at: General rules on authorisations; General best practice; paragraph 3.29:

...elected members of a local authority should review the authority's use of the 2000 Act and set the policy at least once a year. They should not, however, be involved in making decisions on specific authorisations."

- 5.6 It is more appropriate for the Executive to review both the operation of RIPA and the policy, approving any changes to the policy if required.
- 5.7 In the past the Council's use of RIPA has been considered by Overview and Scrutiny. In particular on 23 June 2009 and 8 September 2009 by the EC&C Overview and Scrutiny Panel and the Overview and Scrutiny Commission on 29 September 2009.
- 5.8 An appropriate vehicle for the regular reporting on the use of the Policy is through each Directorate's Quarterly Monitoring Report which is considered by the Executive Member and the relevant scrutiny panel, and then summarised in the Corporate Performance Overview Report.

Overview and Scrutiny Working Group

- 5.9 An Overview and Scrutiny Working Group consisting of Councillors Leake, Angell and Virgo met on 18 October to consider this Report. Alex Jack, Borough Solicitor and Nicola Thurloway, Assistant Solicitor attended.
- 5.10 After a thorough discussion the Working Group concluded that in their view the council has used RIPA powers correctly and on a proper basis. Annual review of the Policy, two yearly inspections by the Office of Surveillance Commissioners, regard to Home Office Guidance and legal challenge to the authorisation of covert surveillance ensured a robust system, which was likely to be strengthened further in the future by the enactment of the Protection of Freedoms Bill. Further, the Group confirmed that any fear of the Council's misuse of powers had been allayed.

Possible changes due the Protection of Freedoms Bill

- 5.11 The Protection of Freedoms Bill (currently at the Report Stage in the House of Commons), if enacted in its current form will require local authorities to obtain judicial approval by the

Magistrates for the use of directed surveillance and covert human intelligence sources ("CHIS"). This will be in addition to the application and authorisation system currently operated.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

6.1 The Borough Solicitor is the author of this report.

Borough Treasurer

6.2 There are no financial implications directly arising.

Equalities Impact Assessment

6.3 The initial assessment concluded that a full equalities impact assessment is not appropriate.

Strategic Risk Management Issues

6.4 None

Other Officers

6.5 Officers will be advised

7 CONSULTATION

Principal Groups Consulted

7.1 An Inspector of the Office of Surveillance Commissioners recently considered Annex A and confirmed it should be approved.

Background Papers

- Covert Surveillance and Property Interference, Revised Code of Practice, Home Office.
- BFBC Policy on Directed Surveillance and use of Covert Human Intelligence Sources, March 2010.

Contact for further information

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Policy on Directed Surveillance and use of Covert Human Intelligence Sources

VERSION	Version 3
DATE AGREED	November 2011
NEXT REVIEW DATE	November 2012
AGREED BY	Executive
COVERAGE	This Policy applies to service areas within Bracknell Forest Council
AUTHOR(S)	Borough Solicitor and Assistant Solicitor - Information Management and Corporate Governance

AMMENDMENT SHEET

Amendment Number	Details	Amended By	Date
Version 1	Policy 31.8.04 updated 11.12.06		
Version 2	Updated	Alex Jack – Borough Solicitor Nicola Thurloway – Assistant Solicitor	March 2010
Version 3	Updated in accordance with Revised Code of Practice	Alex Jack – Borough Solicitor Nicola Thurloway – Assistant Solicitor	April 2011

POLICY ON DIRECTED SURVEILLANCE AND USE OF COVERT HUMAN INTELLIGENCE SOURCES

1. INTRODUCTION

- 1.1 In some circumstances it may be necessary for Council employees in the course of their duties to make observations of persons in a covert manner (i.e. carried out in a manner calculated to ensure that the persons subject to the surveillance are unaware that it is or may be taking place) or to use covert human intelligence sources. By its very nature, that sort of action is potentially intrusive and could expose the Council to a legal challenge as a potential breach of Article 8 of the European Convention of Human Rights, which establishes a “right to respect for private and family life home and correspondence”, incorporated into English Law by the Human Rights Act 1998. Also, there is a risk that if covert surveillance and covert human intelligence sources are not conducted properly the evidence obtained may be held to be inadmissible in court on the basis that it is unfair to use it as it was gathered contrary to Article 8 – right to privacy and infringes the defendants right to a fair trial as guaranteed by Article 6 – right to fair trial.

2. OBJECTIVE

The objective of this policy is to ensure that all covert surveillance carried out by Council employees including any involving covert human intelligence sources is carried out in accordance with the law.

Indeed RIPA recognises the Council’s right to infringe an individual’s right to privacy where any covert surveillance can be shown to be both necessary and proportionate and where it has been authorised by an appropriately designated officer within the organisation. Thus it is important to note that the requirements of RIPA provide protection for both the Council and the individual officers involved and should not be viewed as a mere exercise in bureaucracy

When carrying out such surveillance or using such sources officers should also bear in mind the **Codes of Practice** on Covert Surveillance and the Code of Practice on Human Intelligence Sources issued by the Home Office.

3. SCOPE AND DEFINITIONS

- 3.1 This policy applies in all cases where “directed surveillance” is being planned or carried out and “covert human intelligence sources” are used or planned to be used.

- 3.2 Directed surveillance is defined as surveillance which is covert, but not “intrusive” and undertaken:

- for the purposes of a specific investigation or specific operation
- in such a manner as is likely to result in the obtaining of private information about a person (whether or not the person is specifically identified for the purposes of the investigation or operation).

- 3.3 Directed surveillance does not include surveillance which is an immediate response to events or circumstances where it is not reasonably practicable to obtain an authorisation as set out in this Policy.
- 3.4 Directed surveillance does not include intrusive surveillance. Surveillance becomes intrusive if the covert surveillance is carried out in relation to anything taking place on any residential premises or in a private vehicle and involves the presence of an individual or surveillance device on the premises or in the vehicle. The Council does not have the power or ability to authorise intrusive surveillance.
- 3.4 To fall within the meaning “use of a covert human intelligence source” there must:-
- be a source, and
 - the use of that source must be covert

A person is a “source” if they establish or maintain a personal or other relationship with someone else for the covert purpose of:-

- using the relationship to obtain information or to provide access to any information to another person, or
- covertly disclosing information obtained by the use of or as a consequence of the existence of such a relationship

In everyday language a “source” is an informant or officer working undercover. The other party to the relationship with the source must be unaware of the use or disclosure of information obtained as a result of the relationship.

4. **NEED FOR AUTHORISATION**

- 4.1 Whenever it is proposed to conduct directed surveillance or to use a covert human intelligence source an authorisation should be sought under Part II of the Regulation of Investigatory Powers Act 2000.

5. **GENERAL RULES OF AUTHORISATIONS**

5.1 Necessity and Proportionality

An authorisation should not be granted unless the directed surveillance/use of covert human intelligence source is both necessary and proportionate.

In terms of **necessity**, the directed surveillance/use of covert human intelligence source must be considered to be necessary to the operation on the following ground:-

- for the purpose of preventing or detecting crime or of preventing disorder
- The Authorising Officer should consider whether the information desired can be elicited by overt means rather than by way of covert surveillance.

Even if the proposed activity is considered to be necessary, the person considering the application for authorisation must consider whether the activities are also **proportionate**.

The following elements of **proportionality** should therefore be considered;

- Balancing the size and scope of the proposed activity against the gravity and extent of the perceived crime or offence;
- Explaining how and why the methods to be adopted will cause the least possible intrusion on the subject and others;
- Considering whether the activity is an appropriate use of the legislation and a reasonable way, having considered all reasonable alternatives, of obtaining the necessary result;
- Evidencing, as far as reasonably practicable, what other methods have been considered and why they were not implemented.

The proposed activity will not be proportionate if:-

- the intrusiveness is excessive in relation to the value of the information to be obtained, or
- the information sought could be obtained by less intrusive means

Where an individual is suspected of claiming a false address in order to abuse a school admission system operated by the Council it is likely that a RIPA Authorisation is not necessary as less intrusive and overt means could be explored to obtain the information required.

The Authorising Officer should consider the issue of proportionality with particular care in relation to relatively minor offences, such as littering, leaving waste out for collection a day early or permitting dog fouling in a public place without clearing it up. It will be very rarely appropriate to use covert surveillance in relation to such offences; instead, other less intrusive methods such as general overt observation of the location should be used. In rare instances where such offences are especially problematic or occurring with particular frequency and the problem cannot be resolved by overt measures, RIPA authorisations may be considered appropriate but care should be taken to ensure that the amount of private information obtained is kept to the minimum necessary.

5.2 Collateral Intrusion

“Collateral intrusion” means intrusion into the privacy of persons other than those who are the subject of the investigation. Measures should be taken to minimise both the risk of such intrusion and the extent of such intrusion. An application for authorisation should consider the risk of such intrusion and the authorisation officer must take such risk into account in reaching a judgment as to whether or not the proposed directed surveillance/use of covert human intelligence source is proportionate. If the investigation unexpectedly interferes with the privacy of persons who are not covered by the authorisation, the Authorised Officer should be informed.

5.3 Management of Covert Human Intelligence Sources

An Authorising Officers should not grant an authorisation for use of a covert human intelligence source unless he/she is satisfied of the following:-

- (a) that at all times there will be an officer who will have day-to-day responsibility for dealing with the source on behalf of the Council and for the source's security and welfare
- (b) that at all times there will be another officer (senior to the officer having responsibility under (a) above) who will have general oversight of the use made of the source
- (c) that at all times there will be an officer responsible for maintaining a record of the use made of the source, and
- (d) that records maintained by the Council that disclose the identity of the source will not be available to persons except to the extent that there is a need for access to them to be made available to those persons

5.4 The safety and welfare of the source and foreseeable consequences to others should be taken into account in deciding whether or not to grant an authorisation. A risk assessment determining the risk to the source in acting as a source of information to the Council, and in particular identifying and assessing the risks should the identity of the source become known, should be carried out. The welfare and security of the source after the operation has ceased should be considered at the outset. The officer having responsibility under 5.3(a) above (i.e. the officer with day-to-day responsibility for the source) should report to the officer having general oversight any concerns about the personal circumstances of the source, insofar as they might affect.

- the validity of the risk assessment
- the conduct of the source, and
- the safety and welfare of the source

If appropriate such concerns should be reported to the Authorising Officer who will need to determine whether or not to allow the authorisation to continue.

6. **WHO CAN GRANT AN AUTHORISATION?**

- 6.1 Subject to 6.4 below, the law permits authorisations for directed surveillance and use of covert human intelligence sources to be granted by officers of at least Service Manager status.
- 6.2 A list of those officers designated as Authorising Officers is shown as **Annex A** to this document.
- 6.3 Officers should not normally authorise investigations in which they are directly involved.

- 6.4 In the following instances an authorisation may only be granted by the Chief Executive, and in his absence the Deputy Chief Executive (the Director of Corporate Services). Surveillance involving the:-
- (a) use of a juvenile Covert Human Intelligence Source (CHIS).
 - (b) surveillance involving the potential acquisition of confidential information. Confidential information means information which is; legally privileged information, confidential personal information or confidential journalistic material.
- 6.5 An Authorising Officer will receive training and is not able to authorise before then. Thereafter, each Authorising Officer shall receive further training/refresher training on at least a biennial basis.
- 6.6 The officer, who is the Senior Responsible Officer for RIPA, as recommended in the revised Code of Practice is the Director of Corporate Services

7. THE PROCESS OF OBTAINING AN AUTHORISATION

- 7.1 An authorisation must be given in writing, except that in urgent cases it may be given orally. Only in the rarest of circumstances should a matter be regarded as urgent. A matter should not be regarded as urgent unless the time required to obtain a written authorisation would be likely to endanger life or jeopardise the investigation to be authorised. Unless renewed or further renewed, any such authorisation will expire 72 hours after it was granted. An authorisation is not to be regarded as urgent where the need for an authorisation has been neglected or the urgency is of the authorising officers own making.
- 7.2 The officer seeking an authorisation should apply through their own line management structure unless it is impracticable in the circumstances (e.g. because no Director or Chief Officer (in either case who is an Authorising Officer) in the relevant department is available).
- 7.3 An application for authorisation for directed surveillance should be made in the form shown in **Annex B** to this policy. An application for use of a covert human intelligence source should be made using the form shown at **Annex C**. Both the officer seeking the authorisation and the Authorising Officer shall have regard to any guidance notes issued by the Legal Section on the use of those forms.
- 7.4 Summarised forms of procedure for the seeking and granting of Authorisations in respect of (i) Directed Surveillance and (ii) Covert Human Intelligence Sources are shown as **Annex D** and **Annex E** respectively.

8. DURATION OF AUTHORISATION

- 8.1 In the case of directed surveillance written authorisations cease to have effect after three months (unless renewed). In the case of covert human intelligence sources an authorisation ceases after one month if the source is a child and one year if the source is an adult. Oral authorisations cease to have effect

after 72 hours from the time when the authorisation was granted (unless renewed).

9. REVIEW AND RENEWAL OF AUTHORISATION

- 9.1 Once granted an authorisation should be reviewed regularly to assess whether or not the investigation continues to be necessary and proportionate.

The Authorising Officer should specify how often a review should take place. The form shown as **Annex F** should be used in conducting a review of directed surveillance. The form shown as **Annex G** should be used in conducting a review of the use of a covert human intelligence source.

10. An application for renewal of an authorisation should not be made until shortly before the authorisation is due to expire. An authorisation may be renewed more than once for at least three months in the case of directed surveillance or, in the case of use of a covert human intelligence source, one year, or 72 hours for either type of operation in urgent cases where an oral renewal is sought. An application for renewal should be made to the officer who granted the original authorisation unless there is very good reason not to do so (e.g. because the original authorising officer is on annual leave). Applications for renewal should be made using the forms shown as **Annex H** (directed surveillance) and **Annex I** (use of a covert human intelligence source). Officers seeking an authorisation for renewal and Authorising Officers shall have regard to any guidance notes issued.

11. CANCELLATION AND CEASING OF AUTHORISATIONS

- 11.1 The Authorising Officer who granted or last renewed the authorisation must cancel it if he/she believes that the investigation is no longer necessary or proportionate. If the original Authorising Officer is no longer available the duty falls upon the person who has taken on that role. All authorisations should be cancelled or renewed before they cease to have effect.

- 11.2 Although authorisations cease to have effect after the relevant time expires (see paragraph 8) an authorisation should either be reviewed, renewed or cancelled before the expiration of the time limit.

- 11.3 As soon as a decision is taken to cease the operation an instruction must be given to those involved to stop the directed surveillance/using the covert human intelligence source. A form recording the cancellation should be completed. The forms to be used are shown at **Annex J** (directed surveillance) and **Annex K** (use of a covert human intelligence source) respectively.

12. ROLE AND DUTIES OF RIPA MONITORING OFFICER

- 12.1 The Council's RIPA Monitoring Officer is the Assistant Solicitor – Information Management and Corporate Governance (Nicola Thurloway) she has the following responsibilities:-

- Central responsibility for quality control of the RIPA process

- Training
- Raising awareness of RIPA throughout the Council and
- Management of records in accordance with paragraph 13 below.

12.2 Any Authorising Officer seeking guidance in authorisations or any RIPA related matter should contact Nicola Thurloway.

13. **RECORDING AUTHORISATIONS/REVIEWS/RENEWALS/ CANCELLATIONS**

13.1 The originals of forms authorising or cancelling directed surveillance or use of a covert human intelligence source should be sent in an envelope marked "Private and Confidential" to the RIPA Monitoring Officer. The RIPA Monitoring Officer shall retain all such forms for a period of not less than three years. A copy of such forms shall be retained by the relevant department for at least three years. Originals of reviews and renewals shall be retained by the relevant department together with:-

- a record of the period over which the surveillance has taken place
- the date and time when any instruction was given by the Authorising Officer

Relevant departments must ensure that any data is processed in accordance with Data Protection legislation.

13.2 In the case of use of covert human intelligence sources, records should be maintained in such a way as to preserve the confidentiality of the source and the information provided by the source.

13.3 Records to be kept in relation to Covert Human Intelligence Sources:

The following matters must be included in the records relating to each source:

- (a) the identity of the source;
- (b) the identity, where known, used by the source;
- (c) any relevant investigating authority other than the authority maintaining the records;
- (d) the means by which the source is referred to within each relevant investigating authority;
- (e) any other significant information connected with the security and welfare of the source;
- (f) any confirmation made by a person granting or renewing an authorisation for the conduct or use of a source that the information in paragraph (d) has

been considered and that any identified risks to the security and welfare of the source have where appropriate been properly explained to and understood by the source;

(g) the date when, and the circumstances in which, the source was recruited;

(h) the identities of the persons who, in relation to the source,

(i) has day to day responsibility for their security and welfare;

(ii) has oversight of the use made of the source

(iii) has responsibility for maintaining a record of the use made of the source

(i) the periods during which those persons specified in (h) above have discharged those responsibilities;

(J) the tasks given to the source and the demands made of him in relation to his activities as a source;

(k) all contacts or communications between the source and a person acting on behalf of any relevant investigating authority;

(l) the information obtained by each relevant investigating authority by the conduct or use of the source;

(m) any dissemination by that authority of information obtained in that way; and

(n) in the case of a source who is not an undercover operative, every payment, benefit or reward and every offer of a payment, benefit or reward that is made or provided by or on behalf of any relevant investigating authority in respect of the source's activities for the benefit of that or any other relevant investigating authority.

13.4 In the case of urgent authorisations granted orally, an e-mail should be sent to the RIPA Monitoring Officer within 24 hours of any such authorisation being granted giving particulars of the following:-

- the type of authorisation (i.e. whether directed surveillance or use of a covert human intelligence source)
- the date and time of Authorisation
- the name and grade of the Authorising Officer
- the unique reference number of the investigation and its title
- a brief description of the investigation and names of subjects
- whether the investigation is likely to result in obtaining "confidential information" (i.e. communications subject to legal privilege, information

relating to the physical or mental health or spiritual counselling concerning an individual (whether living or dead who can be identified from it or confidential journalism material).

NB – a written application for Authorisation must be completed as soon as possible following the oral grant and in any case within 72 hours of the oral authorisation or

- the authorisation was cancelled.

14. **CODES OF PRACTICE**

- 14.1 Two Codes of Practice have been issued by the Secretary of State relating to Directed Surveillance and Covert Human Intelligence Sources (CHIS) respectively. These came into force on 6 April 2010. Copies of both Codes are available on the Home Office website www.homeoffice.gov.uk/ripa

15 **CCTV**

- 15.1 Because CCTV is usually overt (i.e. members of the public are made aware that a CCTV system is in operation) an authorisation is not normally required for the use of CCTV material. However, there may be occasions when a covert CCTV system is used for the purposes of a specific investigation or operation in which case an application for directed surveillance may be required. The advice of the RIPA Monitoring Officer should be sought in such circumstances.

- 15.2 In the event of a Police request for directed surveillance using CCTV cameras they will need to follow their own internal procedure for obtaining authorisation in the first instance. In such cases a copy of the relevant Police authorisation should be obtained by the officer receiving the request and forwarded to the RIPA Monitoring Officer to confirm its validity.

16 Internet 'chat rooms'

Authorisations under RIPA are not ordinarily required for participating in open online chat or posting on a social networking website even where one's true identity is concealed. However, the position changes when steps have been taken to restrict access to a few known or verifiable individuals. CHIS authorisation should be obtained if steps are to be taken to develop an online relationship with other participants with a view to gathering information.

17 **NON COMPLIANCE**

- 17.1 Evidence gathered in breach of the procedures described in this document will not automatically be excluded by a Court. However the defendant may argue that reliance by the prosecution on evidence obtained in breach of Article 8 – right to privacy denies him his right to a fair trial as guaranteed by Article 6 and that the case should not proceed. In addition, the admissibility of evidence is a matter for the Courts discretion and they will decide whether the evidence is put forward in such a way that the proceedings are fair as a whole. Therefore RIPA should be complied with at all times.

17.2 Apart from the above, non-compliance with RIPA may still result in:-

- a claim against the Council for a breach of Article 6 and/or 8 of the European Convention of Human Rights
- a complaint to the Local Government Ombudsman
- referral to a RIPA Tribunal
- censure by the Office of Surveillance Commissioners

ANNEX A

RIPA Authorising Officers

ANNEX A

RIPA Authorising Officers

- Chief Executive; Timothy Wheadon
- Director Corporate Services; Alison Sanders
- Director Children, Young People and Learning; Janette Karklins
- Director Environment, Culture and Communities; Vincent Paliczka
- Chief Officer Environment and Public Protection; Steve Loudoun
- Chief Officer Housing; Simon Hendey
- Head of Trading Standards and Licensing; Rob Sexton

ANNEX B

Authorisation Form: Directed Surveillance

Unique Reference Number	
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Part II of the Regulation of Investigatory Powers Act 2000

Authorisation Directed Surveillance

Public Authority <i>(Including full address)</i>			
Name of Applicant		Unit/Branch /Division	
Full Address			
Contact Details			
Investigation/Operation Name (if applicable)			
Investigating Officer (if a person other than the applicant)			

Unique Reference Number	
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DETAILS OF APPLICATION

1. Give rank or position of authorising officer in accordance with the Regulation of Investigatory Powers (Directed Surveillance and Covert Human Intelligence Sources) Order 2010 No. 521.¹

2. Describe the purpose of the specific operation or investigation.

3. Describe in detail the surveillance operation to be authorised and expected duration, including any premises, vehicles or equipment (e.g. camera, binoculars, recorder) that may be used.

4. The identities, where known, of those to be subject of the directed surveillance.

- Name:
- Address:
- DOB:
- Other information as appropriate:

5. Explain the information that it is desired to obtain as a result of the directed surveillance.

¹ For local authorities: The exact position of the authorising officer should be given. For example, Head of Trading Standards.

6. Identify on which grounds the directed surveillance is necessary under Section 28(3) of RIPA. Delete those that are inapplicable. Ensure that you know which of these grounds you are entitled to rely on (SI 2010 No.521).

- In the interests of national security;
- For the purpose of preventing or detecting crime or of preventing disorder;
- In the interests of the economic well-being of the United Kingdom;
- In the interests of public safety;
- for the purpose of protecting public health;
- for the purpose of assessing or collecting any tax, duty, levy or other imposition, contribution or charge payable to a government department;

7. Explain why this directed surveillance is necessary on the grounds you have identified [Code paragraph 3.3].

8. Supply details of any potential collateral intrusion and why the intrusion is unavoidable. [Bear in mind Code paragraphs 3.8 to 3.11.]

Describe precautions you will take to minimise collateral intrusion.

Unique Reference Number

9. Explain why this directed surveillance is proportionate to what it seeks to achieve. How intrusive might it be on the subject of surveillance or on others? And why is this intrusion outweighed by the need for surveillance in operational terms or can the evidence be obtained by any other means [Code paragraphs 3.4 to 3.7]?

10. Confidential information [Code paragraphs 4.1 to 4.31].

INDICATE THE LIKELIHOOD OF ACQUIRING ANY CONFIDENTIAL INFORMATION:

Unique Reference Number

11. Applicant's Details

Name (print)

Tel No:

Grade/Rank

Date

Signature

12. Authorising Officer's Statement. [Spell out the "5 Ws" - Who; What; Where; When; Why and HOW- in this and the following box.]

I hereby authorise directed surveillance defined as follows: [*Why is the surveillance necessary, whom is the surveillance directed against, Where and When will it take place, What surveillance activity/equipment is sanctioned, How is it to be achieved?*]

13. Explain why you believe the directed surveillance is necessary [Code paragraph 3.3].

Explain why you believe the directed surveillance to be proportionate to what is sought to be achieved by carrying it out [Code paragraphs 3.4 to 3.7].

Unique Reference Number	
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14. (Confidential Information Authorisation.) Supply detail demonstrating compliance with Code paragraphs 4.1 to 4.31.

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Date of first review	
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Programme for subsequent reviews of this authorisation: [Code paragraph 3.23]. Only complete this box if review dates after first review are known. If not or inappropriate to set additional review dates then leave blank.

--

Name (Print)		Grade / Rank	
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Signature		Date and time	
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Expiry date and time [e.g.: authorisation granted on 1 April 2005 - expires on 30 June 2005, 23.59]	
--	--

Unique Reference Number	
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15. Urgent Authorisation [Code paragraph 5.9]: Authorising officer: explain why you considered the case so urgent that an oral instead of a written authorisation was given.

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16. If you are only entitled to act in urgent cases: explain why it was not reasonably practicable for the application to be considered by a fully qualified authorising officer.

--

Name (Print)		Grade/ Rank		
Signature		Date and Time		
Urgent authorisation Expiry date:		Expiry time:		
<i>Remember the 72 hour rule for urgent authorities – check Code of Practice.</i>	e.g. authorisation granted at 5pm on June 1 st expires 4.59pm on 4 th June			

ANNEX C

Authorisation Form:
For the use of Covert Human Intelligent
Source (CHIS)

CHIS Unique Reference Number (URN) (to be supplied by the central monitoring officer).

Part II of the Regulation of Investigatory Powers Act (RIPA) 2000

Application for authorisation of the conduct or use of a Covert Human Intelligence Source (CHIS)

Public Authority <i>(Including full address)</i>			
Name of Applicant		Service/Department /Branch	
How will the source be referred to (i.e. what will be his/her pseudonym or reference number)?			
What is the name, rank or position of the person within the relevant investigating authority who will have day to day responsibility for dealing with the source, including the source's security and welfare (often referred to as the Handler)?			
What is the name, rank or position of another person within the relevant investigating authority who will have general oversight of the use made of the source (often referred to as the Controller)?			
Who will be responsible for retaining (in secure, strictly controlled conditions, with need-to-know access) the source's true identity, a record of the use made of the source and the particulars required under RIP (Source Records) Regulations 2000 (SI 2000/2725)?			
Investigation/Operation Name (if applicable)			

CHIS Unique Reference Number (URN) (to be supplied by the central monitoring officer).

DETAILS OF APPLICATION

1. Give rank or position of authorising officer in accordance with the Regulation of Investigatory Powers (Directed Surveillance and Covert Human Intelligence Sources) Order 2010 No. 521. ¹ Where appropriate throughout amend references to the Order relevant to your authority.

2. Describe the purpose of the specific operation or investigation.

3. Describe in detail the purpose for which the source will be tasked or used.

4. Describe in detail the proposed covert conduct of the source or how the source is to be used.

5. Identify on which grounds the conduct or the use of the source is necessary under Section 29(3) of RIPA. Delete those that are *inapplicable*. Ensure that you know which of these grounds you are entitled to rely on (eg. SI 2010 No.521).

- In the interests of national security;
- For the purpose of preventing or detecting crime or of preventing disorder;
- In the interests of the economic well-being of the United Kingdom;

¹ For local authorities: The formal position of the authorising officer should be given. For example, Head of Trading Standards.

CHIS Unique Reference Number (URN) (to be supplied by the central monitoring officer).	
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- In the interests of public safety;
- for the purpose of protecting public health;
- for the purpose of assessing or collecting any tax, duty, levy or other imposition, contribution or charge payable to a government department.

6. Explain why this conduct or use of the source is necessary on the grounds you have identified [Code paragraph 3.2].

**7. Supply details of any potential collateral intrusion and why the intrusion is unavoidable. [Bear in mind Code paragraphs 3.8 to 3.11.]
Describe precautions you will take to minimise collateral intrusion and how any will be managed.**

8. Are there any particular sensitivities in the local community where the source is to be used? Are similar activities being undertaken by other public authorities that could impact on the deployment of the source (see Code paragraphs 3.17 to 3.18)?

CHIS Unique Reference Number (URN) (to be supplied by the central monitoring officer).

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9. Provide an assessment of the risk to the source in carrying out the proposed conduct (see Code paragraph 6.14).

--

10. Explain why this conduct or use of the source is proportionate to what it seeks to achieve. How intrusive might it be on the subject(s) of surveillance or on others? How is this intrusion outweighed by the need for a source in operational terms, and could the evidence be obtained by any other means [Code paragraphs 3.3 to 3.5]?

--

**11. Confidential information [Code paragraphs 4.1 to 4.21]
Indicate the likelihood of acquiring any confidential information.**

--

References for any other linked authorisations:

12. Applicant's Details.

Name (print)		Grade/Rank/Position	
Signature		Tel No:	

CHIS Unique Reference Number (URN) (to be supplied by the central monitoring officer).

Date

13. Authorising Officer's Statement. [Spell out the "5 Ws" – Who; What; Where; When; Why and HOW – in this and the following box.] THE AUTHORISATION SHOULD IDENTIFY THE PSEUDONYM OR REFERENCE NUMBER OF THE SOURCE, NOT THE TRUE IDENTITY.

14. Explain why you believe the conduct or use of the source is necessary [Code paragraph 3.2] Explain why you believe the conduct or use of the source to be proportionate to what is sought to be achieved by their engagement [Code paragraphs 3.3 to 3.5].

15. Confidential Information Authorisation. Supply details demonstrating compliance with Code paragraphs 4.1 to 4.21

16. Date of first review:

CHIS Unique Reference Number (URN) (to be supplied by the central monitoring officer).	
--	--

17. Programme for subsequent reviews of this authorisation [Code paragraphs 5.15 and 5.16]. Only complete this box if review dates after first review are known. If not, or inappropriate to set additional review dates, then leave blank.

--

18. Authorising Officer's Details

Name (Print)		Grade/Rank/Position	
Signature		Time and date granted*	
		Time and date authorisation ends	

** Remember, an authorisation must be granted for a 12 month period, i.e. 1700 hrs 4th June 2006 to 2359hrs 3 June 2007*

19. Urgent Authorisation [Code paragraphs 5.13 and 5.14]: Authorising Officer: explain why you considered the case so urgent that an oral instead of a written authorisation was given.

--

20. If you are entitled to act only in urgent cases: explain why it was not reasonably practicable for the application to be considered by a fully designated Authorising Officer

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21. Authorising Officer of urgent authorisation

Name (Print)		Grade/Rank/Position	
Signature		Date and Time	
Urgent authorisation expiry date:		Expiry time:	

Remember the 72 hour rule for urgent authorisations – check Code of Practice [Code Paragraph 5.14]. e.g. authorisation granted at 1700 on 1st June 2006 expires 1659 on 4th June 2006

ANNEX D

Authorisation Procedure for Directed Surveillance

ANNEX D

Authorisation Procedure for Covert Surveillance

A. Information to be provided in applications for authorisation

A written application for authorisation for directed surveillance should describe any conduct to be authorised and the purpose of the investigation or operation. The application should also include:

- the reasons why the authorisation is necessary in the particular case (ie. for the purpose of preventing or detecting crime)
- the reasons why the surveillance is considered proportionate to what it seeks to achieve;
- the nature of the surveillance;

- the identities, where known, of those to be the subject of the surveillance;
- an explanation of the information which it is desired to obtain as a result of the surveillance;
- the details of any potential collateral intrusion and why the intrusion is justified;
- the details of any confidential information that is likely to be obtained as a consequence of the surveillance.
- the level of authority required (or recommended where that is different) for the surveillance; and

- a subsequent record of whether authority was given or refused, by whom and the time and date.

B. Points for the Authorising Officers Consideration

Under section 28(3) of the 2000 Act an authorisation for directed surveillance may be granted by an authorising officer where he believes that the authorisation is necessary in the circumstances of the particular case:

- for the purpose of preventing and detecting crime or of preventing disorder;

The authorising officer must also believe that the surveillance is proportionate to what it seeks to achieve.

C. Urgent cases

In urgent cases where it is not possible for the requesting officer to complete the form there remains a requirement for the Authorising Officer to be consulted in order for an oral authorisation to be granted.

Oral authorisation in an urgent situation may only be granted for a maximum of 72 hours. A written application for Authorisation must be completed as soon as possible following the oral grant and in any case within the 72 hour period.

A case is not normally to be regarded as urgent unless the time that would elapse before the authorising officer was available to grant the authorisation would, in the judgement of the person giving the authorisation, be likely to endanger life or jeopardise the operation or investigation for which the authorisation was being given. An authorisation is not to be regarded as urgent where the need for an authorisation has been neglected or the urgency is of the authorising officer's own making.

Miscellaneous

Authorising officers should not be responsible for authorising investigations or operations in which they are directly involved, although it is recognised that this may sometimes be unavoidable, especially in the case of small organisations, or where it is necessary to act urgently. Where an authorising officer authorises such an investigation or operation the Borough Solicitor should be notified of this in writing (see paragraph 12.1 of Policy) and the attention of a Commissioner or Inspector should be invited to it during his next inspection.

ANNEX E

Authorisation Procedure for the use of Covert
Human Intelligence Sources

ANNEX E

Authorisation procedure for the use of Covert Human Intelligence Sources

A. Information to be provided in applications for authorisation

An application for authorisation for the use or conduct of a source should be in writing and record:

- the reasons why the authorisation is necessary in the particular case (ie. for the purpose of preventing or detecting crime)
- the reasons why the authorisation is considered proportionate to what it seeks to achieve;
- the purpose for which the source will be tasked or deployed (e.g. In relation to an organised serious crime, espionage, a series of racially motivated crimes etc);
- where a specific investigation or operation is involved, nature of that investigation or operation;
- the nature of what the source will be tasked to do;
- the level of authority required (or recommended, where that is different);
- the details of any potential collateral intrusion and why the intrusion is justified;

- the details of any confidential information that is likely to be obtained as a consequence of the authorisation; and
- a subsequent record of whether authority was given or refused, by whom and the time and date.

B. Points for Authorising Officers consideration

Under section 29(3) of the 2000 Act an authorisation for the use or conduct of a source may be granted by the authorising officer where he believes that the authorisation is necessary:

- for the purpose of preventing and detecting crime or of preventing disorder;

The authorising officer must also believe that the authorised use or conduct of a source is proportionate to what is sought to be achieved by that use or conduct.

C. Urgent cases

In urgent cases where it is not possible for the requesting officer to complete the form there remains a requirement for the Authorising Officer to be consulted in order for an oral authorisation to be granted.

Oral authorisation in an urgent situation may only be granted for a maximum of 72 hours. A written application for Authorisation must be completed as soon as possible following the oral grant and in any case within the 72 hour period.

A case is not normally to be regarded as urgent unless the time that would elapse before the authorising officer was available to grant the authorisation would, in the judgement of the person giving the authorisation, be likely to endanger life or jeopardise the operation or investigation for which the authorisation was being given. An authorisation is not to be regarded as urgent where the need for an authorisation has been neglected or the urgency is of the authorising officer's own making.

Miscellaneous

Authorising officers should not be responsible for authorising their own activities, e.g. those in which they, themselves, are to act as the source or in tasking the source. However, it is recognised that this is not always possible. Where an authorising officer authorises his own activity the Borough Solicitor should be notified of this in writing (see also paragraph 12.1 of Policy) and the attention of a Commissioner or Inspector should be invited to it during his next inspection.

ANNEX F

Review Form –
Directed Surveillance

Unique Reference Number	
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Part II of the Regulation of Investigatory Powers Act 2000

Review of a Directed Surveillance authorisation

Public Authority <i>(Including address)</i>	
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Applicant		Unit/Branch /Division	
Full Address			
Contact Details			
Operation Name		Operation Number* <small>*Filing Ref</small>	
Date of authorisation or last renewal		Expiry date of authorisation or last renewal	
		Review Number	

Details of review:

1. Review number and dates of any previous reviews.	
Review Number	Date

2. Summary of the investigation/operation to date, including what private information has been obtained and the value of the information so far obtained.
--

Unique Reference Number

--

3. Detail the reasons why it is necessary to continue with the directed surveillance.

--

4. Explain how the proposed activity is still proportionate to what it seeks to achieve.

--

5. Detail any incidents of collateral intrusion and the likelihood of any further incidents of collateral intrusions occurring.

--

6. Give details of any confidential information acquired or accessed and the likelihood of acquiring confidential information.

--

7. Applicant's Details

Name (Print)		Tel No	
Grade/Rank		Date	

Unique Reference Number

Signature

8. Review Officer's Comments, including whether or not the directed surveillance should continue.

9. Authorising Officer's Statement.

I, [insert name], hereby agree that the directed surveillance investigation/operation as detailed above [should/should not] continue [until its next review/renewal][it should be cancelled immediately].

Name (Print)

Grade / Rank

Signature

Date

10. Date of next review.

ANNEX G

Review Form –
Covert Human Intelligence Source

Unique Operation Reference Number* (*Filing Ref)	
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Part II of the Regulation of Investigatory Powers Act (RIPA) 2000

Review of a Covert Human Intelligence Source (CHIS) Authorisation

Public Authority <i>(Including full address)</i>	
--	--

Applicant		Unit/Branch	
Full Address			
Contact Details			
Pseudonym or reference number of source			
Operation Name		Operation Number * <small>*Filing Ref</small>	
Date of authorisation or last renewal		Expiry date of authorisation or last renewal	
	Review Number		

Unique Operation Reference Number* (*Filing Ref)

Details of review:

1. Review number and dates of any previous reviews.	
Review Number	Date

2. Summary of the investigation/operation to date, including what information has been obtained and the value of the information so far obtained.

3. Detail the reasons why it is necessary to continue using a Covert Human Intelligence Source.

4. Explain how the proposed activity is still proportionate to what it seeks to achieve.

5. Detail any incidents of collateral intrusion and the likelihood of any further incidents of collateral intrusions occurring.

Unique Operation Reference Number* (*Filing Ref)	
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6. Give details of any confidential information acquired or accessed and the likelihood of acquiring confidential information.

--

7. Give details of the review of the risk assessment on the security and welfare of using the source.

--

8. Applicant's Details

Name (Print)		Tel No	
Grade/Rank		Date	
Signature			

9. Review Officer's Comments, including whether or not the use or conduct of the source should continue.

--

10. Authorising Officer's Statement. THE AUTHORISATION SHOULD IDENTIFY THE PSEUDONYM OR REFERENCE NUMBER OF THE SOURCE, NOT THE TRUE IDENTITY.

--

Name (Print)	Grade / Rank	
Signature	Date	

Unique Operation Reference Number* (*Filing Ref)	
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Date of next review:	
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ANNEX H

Renewal Form –
Directed Surveillance

Unique Reference Number	
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Part II of the Regulation of Investigatory Powers Act 2000

Renewal of a Directed Surveillance Authorisation

Public Authority <i>(including full address)</i>	
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Name of Applicant		Unit/Branch /Division	
Full Address			
Contact Details			
Investigation/Operation Name (if applicable)			
Renewal Number			

Details of renewal:

1. Renewal numbers and dates of any previous renewals.	
Renewal Number	Date

2. Detail any significant changes to the information as listed in the original authorisation as it applies at the time of the renewal.
--

Unique Reference Number

--

3. Detail the reasons why it is necessary to continue with the directed surveillance.

--

4. Detail why the directed surveillance is still proportionate to what it seeks to achieve.

--

5. Indicate the content and value to the investigation or operation of the information so far obtained by the directed surveillance.

--

6. Give details of the results of the regular reviews of the investigation or operation.

--

7. Applicant's Details

Name (Print)		Tel No	
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Unique Reference Number	
--------------------------------	--

Grade/Rank		Date	
Signature			

8. Authorising Officer's Comments. This box must be completed.

--

9. Authorising Officer's Statement.

I, [insert name], hereby authorise the renewal of the directed surveillance operation as detailed above. The renewal of this authorisation will last for 3 months unless renewed in writing.

This authorisation will be reviewed frequently to assess the need for the authorisation to continue.

Name (Print)	Grade / Rank
Signature	Date
Renewal From:	Time:	Date:	

Date of first review.	
Date of subsequent reviews of this authorisation.	

ANNEX I

Renewal Form –
Covert Human Intelligence Source

Unique Operation Reference Number* (*Filing Ref)	
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Part II of the Regulation of Investigatory Powers Act (RIPA) 2000

Application for renewal of a Covert Human Intelligence Source (CHIS) Authorisation

(Please attach the original authorisation)

Public Authority <i>(Including full address)</i>	
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Name of Applicant		Unit/Branch	
Full Address			
Contact Details			
Pseudonym or reference number of source			
Investigation/Operation Name (if applicable)			
Renewal Number			

Details of renewal:

1. Renewal numbers and dates of any previous renewals.	
Renewal Number	Date

**Unique Operation Reference
Number*** (*Filing Ref)

2. Detail any significant changes to the information as listed in the original authorisation as it applies at the time of the renewal.

3. Detail why it is necessary to continue with the authorisation, including details of any tasking given to the source.

4. Detail why the use or conduct of the source is still proportionate to what it seeks to achieve.

5. Detail the use made of the source in the period since the grant of authorisation or, as the case may be, latest renewal of the authorisation.

6. List the tasks given to the source during that period and the information obtained from the conduct or

Unique Operation Reference
Number* (*Filing Ref)

--

use of the source.

--

7. Detail the results of regular reviews of the use of the source.

--

8. Give details of the review of the risk assessment on the security and welfare of using the source.

--

9. Applicant's Details

Name (Print)		Tel No	
Grade/Rank		Date	
Signature			

10. Authorising Officer's Comments. This box must be completed.

--

11. Authorising Officer's Statement. THE AUTHORISATION SHOULD IDENTIFY THE PSEUDONYM OR REFERENCE NUMBER OF THE SOURCE NOT THE TRUE IDENTITY.

**Unique Operation Reference
Number*** (*Filing Ref)

Name (Print)	Grade / Rank
Signature		Date
Renewal From:	Time:	Date:
		End date/time of the authorisation

NB. Renewal takes effect at the time/date of the original authorisation would have ceased but for the renewal

Date of first review:	
Date of subsequent reviews of this authorisation:	

ANNEX J

Cancellation Form –
Directed Surveillance

Unique Reference Number	
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Part II of the Regulation of Investigatory Powers Act 2000

Cancellation of a Directed Surveillance authorisation

Public Authority <i>(Including full address)</i>	
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Name of Applicant		Unit/Branch /Division	
Full Address			
Contact Details			
Investigation/Operation Name (if applicable)			

Details of cancellation:

1. Explain the reason(s) for the cancellation of the authorisation:

--

Unique Reference Number	
--------------------------------	--

2. Explain the value of surveillance in the operation:

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3. Authorising officer's statement.

I, [insert name], hereby authorise the cancellation of the directed surveillance investigation/operation as detailed above.

Name (Print)	Grade
Signature	Date

4. Time and Date of when the authorising officer instructed the surveillance to cease.

Date:		Time:	
--------------	--	--------------	--

5. Authorisation cancelled.

Date:

Time:

ANNEX K

Cancellation Form –
Covert Human Intelligence Source

Unique Operation Reference Number* (*Filing Ref)

Part II of the Regulation of Investigatory Powers Act (RIPA) 2000

Cancellation of an authorisation for the use or conduct of a Covert Human Intelligence Source

Public Authority <i>(including full address)</i>	
--	--

Name of Applicant		Unit/Branch	
Full Address			
Contact Details			
Pseudonym or reference number of source			
Investigation/Operation Name (if applicable)			

Unique Operation Reference Number* (*Filing Ref)

Details of cancellation:

1. Explain the reason(s) for the cancellation of the authorisation:

2. Explain the value of the source in the operation:

3. Authorising officer's statement. THIS SHOULD IDENTIFY THE PSEUDONYM OR REFERENCE NUMBER OF THE SOURCE NOT THE TRUE IDENTITY.

Name (Print)

Grade

Signature

Date

4. Time and Date of when the authorising officer instructed the use of the source to cease.

Date:

Time:

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TO: EXECUTIVE
15 NOVEMBER 2011

IMPLICATIONS BLUE BADGE REFORM STRATEGY Director of Adult Social Care and Health

1 PURPOSE OF REPORT

- 1.1 To inform the Executive of the changes to the Blue Badge Scheme and the transfer of responsibility to the Council to be implemented from 1st January 2012.

2 RECOMMENDATION(S)

- 2.1 **That the changes and additional responsibilities placed upon Adult Social Care and Health in administering the Reformed Blue Badge Scheme are noted.**
- 2.2 **The cost of administering this scheme as identified in this report are noted and that the funding for a full time Blue Badge Co-ordinator to undertake assessments to meet the newly acquired responsibilities is agreed.**
- 2.3 **The Executive agree to raise the charge of a Blue Badge in line with guidance from Department of Transport from £2.00 for three years to £10.00.**

3 REASONS FOR RECOMMENDATION(S)

- 3.1 The government has announced a significant reform of the Blue Badge Scheme aimed at ensuring a fair allocation of badges against a backdrop of rising demand so that the scheme remains sustainable in the long term.
- 3.2 The new reforms which are to be implemented from 1st January 2012 include extra responsibilities allocated to the Council as follows:-
- Transfer of current NHS spend on badge eligibility assessments to local authorities.
 - Delivering efficiency savings and improving customer services by establishing a common improvement project (Blue Badge Improvement Service) that will deliver operational efficiency savings. This project is expected to be self-funding and should deliver efficiency savings nationally of between £6.5 and £20 million per year.
 - Enforcement procedures which are in accordance with governing legislation.
 - In improving customer services, an online application facility will be developed in partnership with Customer Services during 2012. It should result in faster, more automatic renewals for people whose circumstances do not change between renewal periods.
 - Improved and effective prevention of abuse by introducing a new badge design that is harder to copy, forge or alter. Implement (via the common

service improvement project) new arrangements for printing and distribution to prevent fraud and effectively monitor cancelled, lost and stolen badges.

- 3.3 To help local authorities cover costs more and to enable the delivery of the new badge design and the common improvement project, the maximum fee for a badge that the local authorities can charge will rise from £2 to £10.
- 3.4 In June 2011, funding for GP assessment was transferred from Health to the Local Authority, therefore, the cost of individuals needing further assessment to determine eligibility falls to the Local Authority.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 There are no alternative options. The Local Authority must adhere to legislation relating to administering the Blue Badge Scheme.

5 SUPPORTING INFORMATION

- 5.1 The Blue Badge (Disabled Persons' Parking) Scheme was introduced in 1971 under Section 21 of the Chronically Sick and Disabled Persons Act 1970. The Department for Transport (DfT) is responsible for the legislation that sets out the framework for the Scheme.
- 5.2 Local Authorities are responsible for the day-to-day administration and enforcement of the Blue Badge Scheme. They are also now responsible for determining and implementing administrative, assessment and enforcement procedures which are in accordance with governing legislation.
- 5.3 On 14th February 2011, the Transport Minister, Norman Baker announced a programme of reforms to modernise the Blue Badge Scheme. The measures taken forward are designed to tackle fraud and misuse and to make the scheme fairer and more sustainable for those disabled people who most rely on it.

Changes to eligibility

- 5.4 Eligibility is extended to include disabled children between the ages of 2 and 3 with specific medical conditions. It also provides continuous automatic entitlement to a badge for severely disabled service personnel and veterans who have a permanent and substantial disability which causes inability or considerable difficulty walking.
- 5.5 Under the new scheme, assessment will be required for individuals who are not automatically eligible and under the discretionary criteria may require, from the information on the self assessment form, an assessment as to eligibility which would previously have had further medical information requested from the GP. This assessment would then be considered by a panel.

Work Undertaken by Bracknell Forest Council

- 5.6 As a trial and from April 2011, Bracknell Forest Council has been allocating these assessments to a part time member of staff as additional work. The assessment involves travel, home visit and completion of paperwork. These assessments are used by panel to make an informed decision on eligibility.

- 5.7 It has been recognised by panel that this information has been invaluable in the decision making process. It also supports the DfT's good practice for the LA "to provide scope for an applicant to be referred for an independent mobility assessment if they are unable to make a clear and robust decision on eligibility using cross checking or desk assessment".
- 5.8 Since the removal of the additional medical information from GPs, it has been noticeable that there has been an increase in assessments. At present, individuals can wait up to 4 weeks for a visit. If an assessment clinic was available and delivered by a fully qualified healthcare professional, such as a physiotherapist or occupational therapist with an understanding of the blue badge eligibility, more assessments could be completed on a weekly basis.
- 5.9 With the pressure across Government and the public sector to deliver more effective services to customers, whilst cutting budgets and identifying efficiencies, local authorities are under even more pressure to do more with less.
- 5.10 The Blue Badge Improvement Service will provide:-
- Secure printing
 - Central database for statistical information
 - On-line eligibility checker
 - A secure, web-based service available over Government Connect (GCSx)
- 5.11 Customer Service is intended to be improved by making it quicker and easier renewals for people whose circumstances have not changed. Additionally, reminders can be sent centrally, via letter, email or text message (currently no reminders are sent).
- 5.12 The design of the new Blue Badge is intended to:-
- Help prevent fraud, making the badge harder to copy, forge and alter
 - Enable more effective enforcement
 - Enable effective control of badges reported as lost or stolen
 - Improve the quality and durability of the badge

Cost of Blue Badge

- 5.13 The administration of the Blue Badge Scheme has been a set fee of £2.00 since 1971 which was set by the Department for Transport. Due to the new requirements of the reform of Blue Badges, the Department for Transport has now stated that Local Authorities can raise the charge of the Blue Badge to a maximum of £10.00 per badge. This cost is for 3 years and will still not cover the total cost of the Blue Badge administration and assessment. Please see attached Appendix 1 for the costs of administering the Blue Badges.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The Public Sector disability duties under the Equality Act will need to consider as part of the process of setting the fee level for issuing and renewing blue badges.

Borough Treasurer

- 6.2 The change in responsibility for assessing eligibility of claimants to Local Authorities from the PCT was reflected by a funding transfer covered by the Health Reform Grant element of the non ring fenced Learning Disability and Health Reform Grant. The funding for a Co-ordinator/Assessor is £35,000 and is included in the departmental pressures for 2012/13. The cost of implementation from January to March 2012 will be met from existing budgets. Additionally, the department has submitted the additional income (£5,000).from increasing the charges as savings.

Equalities Impact Assessment

- 6.3 Completed and attached to the report.

Strategic Risk Management Issues

- 6.4 Funding for a full time Blue Badge Co-ordinator is critical to the efficient running of the Blue Badge Scheme.
- 6.5 Enforcement of the Scheme is reliant on partnership working with Highways and Parking Enforcement Officers.
- 6.6 Raising the cost of a blue badge from £2.00 for three years to £10.00 will be required to administer the new Blue Badge Scheme.

Other Officers

- 6.7 Cross Council Project Group is in operation to deliver the expectations of the Blue Badge Reforms.

7 CONSULTATION

Principal Groups Consulted

- 7.1 People with a disability
Access Advisory Group

Method of Consultation

- 7.2 Meetings
National Consultation by DfT

Representations Received

- 7.3 Included in final document issued by DfT.
Chief Officer presented details of new scheme to the Access Advisory Panel, who were content with the proposals.

Background Papers

The Blue Badge Scheme Local Authority Guidance June 2011

Contact for further information

Mira Haynes, Chief Officer: Older People and Long Term Conditions
Adult Social Care and Health
01344 351599
Mira.Haynes@bracknell-forest.gov.uk


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Equalities Screening Record Form

Date of Screening: 10 October 2011	Directorate: ASC&H	Section: B.S. Team, Older People & Long Term Conditions
1. Activity to be assessed	Reform of the Blue Badge Improvement Service	
2. What is the activity?	<input type="checkbox"/> Policy/strategy <input type="checkbox"/> Function/procedure <input type="checkbox"/> Project <input type="checkbox"/> Review <input checked="" type="checkbox"/> Service <input type="checkbox"/> Organisational change	
3. Is it a new or existing activity?	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	
4. Officer responsible for the screening	Mira Haynes	
5. Who are the members of the EIA team?	Naoma Dobson, Mark Gittins and Gail Ebdon	
6. What is the purpose of the activity?	<p>Please describe briefly its aims, objectives and main activities as relevant.</p> <p>The objectives of the Blue Badge Reform is to address current problems, especially those relating to fraud and abuse. The aim is to improve operational efficiency, reduce public sector costs and improve customer service. The Blue Badge scheme helps to support those who have mobility needs who need help to travel.</p> <p>There is currently a National Reform of Blue Badges which is being introduced by the Department for Transport from January 2012 and all local authorities have to sign up to this agreement. The cost of a blue badge has been £2:00 since 1971 but the Department for Transport have said that each local authority can charge up to £10:00 per badge, this is for 3 years and does not cover the cost of a badge if there is an assessment. The cost to Bracknell Forest just to order a blue badge will be £4:60 alone. The cost to Bracknell Forest Council for an Automatic Blue Badge will be £12:22, cost of a discretionary will be £25:77 and the cost of a blue badge with an assessment will be £51:83, please see attached staffing costs.</p> <p>Blue Badges are issued free of charge to people who have a terminal illness.</p> <p>As a result of the Reform of Blue Badges, Bracknell Forest Council will have to take on this responsibility for issuing of the blue badges and will need to increase the cost otherwise we would have to cut services elsewhere to cover the costs of issuing the blue badges.</p> <p>There are currently 2.5 million badges on issue throughout Great Britain and the number has trebled in the last 20 years and demand is forecast to increase further as the population ages.</p>	
7. Who is the activity designed to benefit/target?	Adults and Children with Mobility problems	
Protected Characteristics	Please tick yes or	Is there an impact? What kind of equality impact may there be? Is the impact positive or adverse or is there a potential
		What evidence do you have to support this? E.g equality monitoring data, consultation results, customer satisfaction information etc

	no	for both? if the impact is neutral please give a reason.	Please add a narrative to justify your claims around impacts and describe the analysis and interpretation of evidence to support your conclusion as this will inform members decision making, include consultation results/satisfaction information/equality monitoring data
8. Disability Equality	Y	The impact would be on people who are on low Incomes	
9. Racial equality	Y	The impact would be on people who are on low Incomes	
10. Gender equality	Y	The impact would be on people who are on low Incomes	
11. Sexual orientation equality	Y	The impact would be on people who are on low Incomes	
12. Gender re-assignment	Y	The impact would be on people who are on low Incomes	
13. Age equality	Y	The impact would be on people who are on low Incomes	
14. Religion and belief equality	Y	The impact would be on people who are on low Incomes	
15. Pregnancy and maternity equality	Y	The impact would be on people who are on low Incomes	
16. Marriage and civil partnership equality	Y	The impact would be on people who are on low Incomes	
17. Please give details of any other potential impacts on any other group (e.g. those on lower incomes/carer's/ex-offenders) and on promoting good community relations.	It is likely to have an adverse impact on vulnerable adults/families that are on low incomes as the cost will increase from £2:00 to £10:00.		

<p>18. If an adverse/negative impact has been identified can it be justified on grounds of promoting equality of opportunity for one group or for any other reason?</p>	<p>The cost of a blue badge has been £2:00 since 1971 but the Department for Transport have said that each local authority can charge up to £10:00 per badge, this is for 3 years and does not cover the cost of a badge if there is an assessment. The cost to Bracknell Forest just to order a blue badge will be £4:60 alone. The cost to Bracknell Forest Council for an Automatic Blue Badge will be £12:22, cost of a discretionary will be £25:77 and the cost of a blue badge with an assessment will be £51:83, please see attached staffing costs.</p> <p>Blue Badges are issued free of charge to people who have a terminal illness.</p> <p>It can be just, even with the increase the tax payer will have to fund some of the scheme as it is not a cross neutral scheme.</p>																		
<p>19. If there is any difference in the impact of the activity when considered for each of the equality groups listed in 8 – 14 above; how significant is the difference in terms of its nature and the number of people likely to be affected?</p>	<p>Bracknell Forest Council does not have the knowledge of peoples income levels of those who apply for a blue badge.</p>																		
<p>20. Could the impact constitute unlawful discrimination in relation to any of the Equality Duties?</p>	<p>Y</p>	<p>N ✓</p>	<p>Please explain for each equality group</p>																
<p>21. What further information or data is required to better understand the impact? Where and how can that information be obtained?</p>	<p>You can also view the Quality Impact assessment on the Department for Transport Website as this is a national policy and will affect all Councils within England and South Wales http://www.dft.gov.uk/topics/access/blue-badge/reform-of-the-blue-badge-scheme/</p>																		
<p>22. On the basis of sections 7 – 17 above is a full impact assessment required?</p>	<p>Y</p>	<p>N ✓</p>	<p>Please explain your decision. If you are not proceeding to a full equality impact assessment make sure you have the evidence to justify this decision should you be challenged. If you are proceeding to a full equality impact assessment please contact Abby Thomas.</p>																
<p>23. If a full impact assessment is not required; what actions will you take to reduce or remove any potential differential/adverse impact, to further promote equality of opportunity through this activity or to obtain further information or data? Please complete the action plan in full, adding more rows as needed.</p>	<table border="1"> <thead> <tr> <th data-bbox="1068 1234 1133 1360">Action</th> <th data-bbox="1068 1098 1133 1234">Timescale</th> <th data-bbox="1068 825 1133 1098">Person Responsible</th> <th data-bbox="1068 96 1133 825">Milestone/Success Criteria</th> </tr> </thead> <tbody> <tr> <td data-bbox="1141 1234 1344 1360"></td> <td data-bbox="1141 1098 1344 1234"></td> <td data-bbox="1141 825 1344 1098"></td> <td data-bbox="1141 96 1344 825">This is not going to impact on specific groups apart from those on low incomes – some people are in employment and have considerable means.</td> </tr> <tr> <td data-bbox="1141 1234 1344 1360"></td> <td data-bbox="1141 1098 1344 1234"></td> <td data-bbox="1141 825 1344 1098"></td> <td data-bbox="1141 96 1344 825"></td> </tr> <tr> <td data-bbox="1141 1234 1344 1360"></td> <td data-bbox="1141 1098 1344 1234"></td> <td data-bbox="1141 825 1344 1098"></td> <td data-bbox="1141 96 1344 825"></td> </tr> </tbody> </table>			Action	Timescale	Person Responsible	Milestone/Success Criteria				This is not going to impact on specific groups apart from those on low incomes – some people are in employment and have considerable means.								
Action	Timescale	Person Responsible	Milestone/Success Criteria																
			This is not going to impact on specific groups apart from those on low incomes – some people are in employment and have considerable means.																
<p>24. Which service, business or work plan will these actions be included in?</p>	<p>Adult Social Care and Health</p>																		

<p>25. Please list the current actions undertaken to advance equality or examples of good practice identified as part of the screening?</p>	<p>Inform Blue Badge Holders via:- local website, local communications e.g. Town & Country, local papers etc. Presentations to local forums e.g. Carers, Older People & Long Term Condition groups, etc. Mira Haynes attended Access and Advisory Group on 22nd June 2011 where she presented an outline of the Reform of Blue Badges and no objections were raised.</p>
<p>26. Chief Officers signature.</p>	<p>Signature:  Date: 20 October 2011</p>
<p>27. Which PMR will this screening be reported in?</p>	

When complete please send to abby.thomas@bracknell-forest.gov.uk for publication on the Council's website.

Administration Costs – Reformed Blue Badge Scheme

Criteria	Applications per annum	Cost £000s
Automatic	496	6
Discretionary	904	23
Blue Badge with Assessment	112	6
Total	1,512	35

This table shows the estimated costs of operating the new Blue Badge Scheme, assuming the number of Blue Badge applications remains the same as that forecast for 2011/12.

Costs include staff time plus a smaller amount of other costs, allocated to the different Blue Badge categories according to time spent on administration (which in turn relates to complexity).

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TO: THE EXECUTIVE
15 NOVEMBER 2011

**AGENCY STAFF- FURTHER COMPETITION UNDER ESPO FRAMEWORK 653F LOT
1(A)
Director of Adult Social Care & Health**

1 PURPOSE OF REPORT

- 1.1 In accordance with the recommendation contained in the Procurement Plan approved by the Director of Corporate Services and the Executive Member for Finance, Resources & Assets in January 2011, the Council has been undertaking a mini competition under a recently-established national Framework Agreement managed by the Eastern Shires Purchasing Organisation (ESPO). The evaluation of tenders has now been completed and this paper seeks agreement to place the Council's own contract under the ESPO framework for a period of 4 years.

2 RECOMMENDATION

- 2.1 That the Agency Staff Contract be awarded to Tenderer B.**

3 CATEGORY MANAGEMENT

- 3.1 Following the recent report by IESE into Council Procurement, Agency Staff was identified as one of the designated areas requiring Category Management, with the Chief Officer, Older People and Long Term Conditions, fulfilling the role of Category Manager. The key principle of Category Management is that products or services acquired (such as Agency Staff) with common attributes, markets or suppliers are grouped together and managed as a single category. This enables optimal strategies to be developed for managing: the supply market, the internal demand for the commodities involved and the procurement methods required to best meet the needs of the organization.
- 3.2 The adoption of Category Management means that the Council will be better placed in future to obtain maximum value for money in the designated categories, because by encouraging a truly corporate approach to procurement in these critical areas, the Council will be able to optimise its buying power and influence on the market or markets.

4 REASONS FOR RECOMMENDATIONS

- 4.1 To ensure, that the Council has an effective and reliable contractor offering an efficient and reliable service to hiring managers minimising the need for intervention by Council officers, and which delivers best value for money.
- 4.2 To ensure that the Council adopts, in accordance with the principles of Category Management, a solution which addresses the needs of the whole Council and maximises the Council's spending power, delivering both direct savings and process improvements.

- 4.3 To ensure that the Council has a contract in place which enables compliance with the Agency Workers Regulations which are effective from 1 October 2011.

5 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 As set out in the Procurement Plan, consideration was given to a range of options including the establishment of the Council's own frameworks and the identification of other frameworks to join. The former case was discounted as it would involve a labour intensive process and was considered to stand very little chance of delivering best value for money. In the latter case, no other suitable frameworks were identified and, indeed, the ESPO framework, because of its potential size and scope, is being actively pursued by other Local Authorities in Berkshire and throughout the Country.

6 SUPPORTING INFORMATION

- 6.1 The Council has adopted the approach of Category Management and as such, this is the first report of a procurement under these new arrangements. As a consequence of the spend on agency staff in Adult Social Care & Health, the Chief Officer: Older People & Long Term Conditions was identified as the Category Manager.
- 6.2 A project team with representatives from all main user areas was established to consider the options and to recommend the preferred solution subsequently reflected in the Procurement Plan. Following the recent report by IESE into Council Procurement, Agency Staff was identified as one of the designated areas requiring Category Management, with the Chief Officer, Older People and Long Term Conditions, fulfilling the role of Category Manager. The key principle of Category Management is that products or services acquired (such as Agency Staff) with common attributes, markets or suppliers are grouped together and managed as a single category. This enables optimal strategies to be developed for managing: the supply market, the internal demand for the commodities involved and the procurement methods required to best meet the needs of the organization.
- 6.3 Tenderer B offered the optimum combination of cost and quality against the pre-disclosed evaluation criteria as required by ESPO as a condition of participating in their framework and in accordance with the requirements of the Public Contracts Regulations 2006 (as amended). Full details of the tender evaluation are given in the Confidential Annexe.
- 6.4 Following the Council's experience with the HCC master vendor framework, the Project Team determined that a different approach was required. This has proved to be a particular issue in Social Care areas which are more demanding and higher risk in terms of the impact of poor performance. This ESPO framework is a neutral vendor contract, meaning that the provider appoints and manages the suppliers but supplies no staff itself. With master vendor arrangements, the provider acts as the main supplier of agency staff and sub-contracts any it is unable to supply itself. It is therefore in the master vendor's commercial interests to supply as high a proportion of the staff as it can, in effect, in competition with the sub-contractors. The solution recommended here avoids this problem.
- 6.5 All 6 framework suppliers appointed by ESPO were invited to tender in July 2011, with tender returns due on 17th August. Only 1 supplier (identified as Tenderer C) failed to respond. Of the remaining 5, 4 were fully compliant however Tenderer D included some significant areas of non-compliance. These were challenged by the

Evaluation Team but not conceded, and as a result Tenderer D's bid was not evaluated further.

- 6.6 As they are required to do under the ESPO framework, all tenderers have offered an electronic purchase to pay system offering online ordering, timesheets and consolidated electronic billing. In addition a full range of Management Information will be available which authorised users are able to tailor to their requirements. This contract will present considerable opportunities for process improvements capable of delivering indirect savings across the Council.
- 6.7 Tenderer B has submitted a proposal offering guaranteed savings and have set out savings expectations for year 1 of the contract and beyond. Such savings will however only be achievable if the contract is used for all Council agency staff business in accordance with Category Management principles and if agency staff are procured at the same levels.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 7.1 The procurement process has been carried out in accordance with the procurement plan, the council's contract standing orders and the Public Contracts Regulations 2006 (as amended). The terms and conditions applicable to the contract to be entered into are determined by the provisions of the ESPO agreement and are acceptable to the council.

Borough Treasurer

- 7.2 The financial implications of this contract award are set out in the Confidential Annexe.

Equalities Impact Assessment

- 7.3 It is not considered that this decision is likely to affect or impact other groups within the Council or in the wider community; however an initial screening was completed at Project Initiation stage, and duly signed off by the appropriate Chief Officer. A copy of this was published and made available.
- 7.4 However, it should also be noted that the ESPO framework contract terms and conditions set out requirements for equal opportunities, human rights, professional conduct, health and safety and confidentiality.

Strategic Risk Management Issues

- 7.5 Failure to deliver the contract is a risk. Tenderer B is, however, an organisation with significant financial and other resources, which have been subject to detailed checks by ESPO in order to minimise the risk of non-delivery.
- 7.6 Failure of the supplier's purchase to pay system could be a risk to the Council. As required by ESPO, Tenderer B has robust business continuity arrangements in place to cover such matters.
- 7.7 Poor performance could also be a risk to the Council. Whilst the Council will manage Tenderer B's performance locally any persistent poor performance will be escalated

to ESPO. ESPO will be able to use their considerable leverage within the market to ensure improved performance, where necessary.

- 7.8 Failure to commit the appropriate levels of staff resources to support the Category Management Strategy could put the project objectives at risk. A project manager has been identified (from within existing resources) to support the implementation and ongoing contract management to minimise this risk.

8 PROJECT TEAM

- 8.1 The members of the Project Team were taken from Corporate Procurement and the main user areas (notably Adult and Children's Services Care areas and Environment, Culture & Communities). Tender evaluation/marking was carried out by representatives from Adult Social Care & Health, Environment Culture & Communities, Corporate HR and Corporate Procurement.

9 CONSULTATION

Principal Groups Consulted

- 9.1 ICT, Finance, Internal Audit and a broad range of Council potential users and managers have been consulted to ensure there are no barriers to the introduction of Tenderer B's purchase to pay system.
- 9.2 ESPO have been consulted for advice throughout the tendering process.

Method of Consultation

- 9.3 Meetings, e-mail and telephone conversations with the groups concerned.

Representations Received

- 9.4 N/A

Background Papers

Invitation to Tender document including Conditions of Contract
Tender Evaluation Spreadsheet

Contact for further information

Mira Haynes – Chief Officer: Older People & Long Term Conditions - 01344 351599
Mira.Haynes@bracknell-forest.gov.uk

Derek Fitz-Gibbon – Principal Procurement Officer - 01344 352093
Derek.Fitz-Gibbon@bracknell-forest.gov.uk

TO: THE EXECUTIVE
15TH NOVEMBER 2011

SECTION 75 POOLED BUDGET AGREEMENT – COMMUNITY EQUIPMENT **Director of Adult Social Care and Health**

1 PURPOSE OF REPORT

- 1.1 To provide information that will support a decision to enter into a new Pooled Budget Agreement for a Community Equipment Service across Berkshire, including both health and social care partners.

2 RECOMMENDATION(S)

- 2.1 **That the Executive agrees that the council becomes a partner to the new Pooled Budget Agreement (Appendix 1) for the provision of a Community Equipment Service.**

3 REASONS FOR RECOMMENDATION(S)

- 3.1 The six Berkshire Unitary Authorities and the Berkshire NHS (PCT Cluster) propose to establish a renewed joint agreement from March 2012, for the funding of a Community Equipment Service (CES) for people in the community using powers granted under Section 75 of the National Health Service Act 2006, to replace that which has operated since 2004. Slough Borough Council is the lead commissioning body for Community Equipment Service.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 The alternative would be to withdraw from the Berkshire partnership and to tender for a Bracknell Forest service.

5 SUPPORTING INFORMATION

Background

- 5.1 Community Equipment Services meet the needs of a range of people in the community in order to maximise independence. Equipment ranges from a simple walking stick or kettle tipper, to complex divan bed raisers and hoists, and are designed to assist with, for example, bathing and personal hygiene, dressing, getting in/out of bed, mobility outside the home, using stairs, plus a range of kitchen and other household aids which contribute to enabling independent living. The statutory basis for the provision of such equipment is the Chronically Sick and Disabled Persons Act. Practitioners such as Occupational Therapists assess people's needs and prescribe equipment as a means of meeting those needs, either as a stand-alone solution or in addition to other support arrangements funded by a personal budget.

- 5.2 Community equipment for adults throughout Berkshire is currently commissioned through an integrated health and social care partnership agreement in line with direction contained in the Health Act 1999. The current provider is South Central Ambulance Service (SCAS), operating from a base in Theale. The contract with the provider is due to expire in March 2012.
- 5.3 The current model of service provision does not lend itself to personalisation, as all equipment is prescribed by health or care professionals and fulfilled by SCAS from a set list of available equipment; people have limited choice.

Proposed model of delivery

- 5.4 The partners have developed a more forward-looking service specification on which basis the service is currently out to tender. Alongside the traditional service delivery, this specification incorporates elements of a retail model, in which people requiring simple aids to daily living are able to meet their equipment needs in a more individual way. The new service will be available for both Children's Services and Adult Social Care to access.
- 5.5 The procurement exercise will secure:
- A cost effective service which achieves value for money on equipment procurement through economies of scale and a high recycling rate
 - A quality service with high levels of satisfaction from people in the community and practitioners with an exemplary safety record
 - A service committed to facilitating timely and effective deliveries and collections of equipment
 - A person centred service that regularly seeks feedback with a robust compliments and complaints system
- 5.6 The proposed service will include:
- Procurement of standard and bespoke paediatric and adult's equipment
 - Procurement of wheelchairs
 - Delivery and installation of equipment by qualified "Trusted Assessor Technicians"
 - An urgent delivery provision to support the Enhanced Intermediate Care model
 - A dedicated customer contact centre
 - Qualified staff to train people in the community how to use the equipment safely
 - A retail, assessment and demonstration facility; possibly in the form of a mobile unit

- A facility for online assessment
- Bar Coding and online cataloguing for all equipment
- Storage of standard and bespoke equipment including a satellite store in each locality
- Repair and maintenance of standard and bespoke equipment
- Collection and decontamination of standard and bespoke equipment
- Reconditioning and re-issue of standard and bespoke equipment
- The potential to include other equipment in the future i.e. to meet the requirements of people with sensory needs

5.7 The full specification for the proposed Community Equipment Service is available on request.

The Pooled Budget Agreement

5.8 The Section 75 Pooled Budget Agreement will enable the re-letting of the supplier contract, which is envisaged to be for five years from April 2012.

5.9 The supplier contract and the management of the pooled budget will be monitored by a commissioning group with a representative from each of the partners. This will ensure that the quality of service and the financial performance of the agreement meet the requirements of the contract and service specification.

5.10 The financial implications of a re-tender will not be finalised until the tenders have been received. It is expected that improved performance from a new provider in delivery times, and efficiency would reduce the potential cost of care required to cover risk and needs during the waiting periods.

5.11 The pooled budget agreement is an example of integrated health and social care services that will deliver choice, consistency and operating efficiency across Berkshire. The outcomes of the service will be reported to the Bracknell Forest's Health and Well-being Board.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

6.1 Section 75 of the National Health Act 2006 permits certain NHS bodies to enter into arrangements for the establishment and maintenance of a fund with one or more local authorities out of which payments may be made towards expenditure incurred in the exercise of certain health related functions, and the arrangements contemplated by the agreement are permitted by the Section. Under the terms of the agreement, Slough Borough Council will be responsible for the procurement of the supplier contract and for compliance with all statutory requirements applicable to the procurement exercise.

Borough Treasurer

- 6.2 The Pooled Budget Arrangement for equipment is a significant financial investment, of approximately £3m per year across all the partner agencies. Bracknell Forest Council currently spends approximately £200k per year, and the new contract will have to be met from within Departmental budgets.

Equalities Impact Assessment

- 6.3 Entering into an agreement to enable the discharge of health related functions does not in itself have an impact on equalities.

Strategic Risk Management Issues

- 6.4 The contract with the current provider is due to expire in March 2012.

7 CONSULTATION

Principal Groups Consulted

- 7.1 Extensive consultation was carried out across Berkshire with people in the community who use equipment to maintain their independence, carers, practitioners and other stakeholders.

Method of Consultation

- 7.2 Public meetings across Berkshire.

Representations Received

- 7.3 Representations were incorporated into the service specification for the Community Equipment Service.

Background Papers

Section 75 Pooled Budget Agreement
Specification for Community Equipment Services across Berkshire

Contact for further information

Glyn Jones, Adult Social Care and Health – 01344 351458
Glyn.jones@bracknell-forest.gov.uk

Zoë Johnstone, Adult Social Care and Health - 01344 351609
Zoe.johnstone@bracknell-forest.gov.uk

Lynne Lidster, Adult Social Care and Health - 01344 351610
Lynne.lidster@bracknell-forest.gov.uk

THE SIX BERKSHIRE UNITARY COUNCILS

AND

THE TWO BERKSHIRE PRIMARY CARE TRUSTS

JOINT AGREEMENT FOR BERKSHIRE COMMUNITY EQUIPMENT SERVICES (BCES)

THIS AGREEMENT is made this day of 2011

BETWEEN:

SLOUGH BOROUGH COUNCIL of St Martins Place, 51 Bath Road, Slough SL1 3UF respectively (“the Lead Council”); and **THE ROYAL BOROUGH OF WINDSOR & MAIDENHEAD** of Town Hall, St Ives Road, Maidenhead, SL6 1RF, and **BRACKNELL FOREST BOROUGH COUNCIL** of Time Square, Market Street, Bracknell RG12 1JD, and **READING BOROUGH COUNCIL** of Civic Centre, Reading RG1 7TD, **WEST BERKSHIRE DISTRICT COUNCIL** of Council Offices, Market Street, Newbury RG14 5LD and **WOKINGHAM DISTRICT COUNCIL** of Shute End, Wokingham, Berkshire, RG40 1WN (“the Partnership Councils”)

NHS BERKSHIRE EAST of King Edward VII Hospital, Windsor, Berkshire SL4 3DP, and **NHS BERKSHIRE WEST** of 57- 59 Bath Road, Reading, Berkshire, RG30 2BA and any successor organisations (“the PCTs”)

RECITALS

- A. The Partnership Councils and the NHS organisations desire to setup a Joint Agreement for the operation of a Joint Community Equipment Service under s. 75 of the NHS Act 2006.**
- B. Slough Borough Council has agreed to act as the Principal in the provisions of the Services on the understanding that this responsibility can be assigned to another partner organisation by agreement at a date to be agreed by the Partnership Councils and the PCTs.**

1. Terms of Agreement

This Agreement will commence on, 2011 and will continue from year to year thereafter, unless terminated in accordance with Clause 20 Termination. This Agreement replaces all previous like agreements”

1.1 In this Agreement the following expressions shall have the following meanings:

- (a) “Best Value” shall mean the duty to secure continuous improvement in service through review and procurement regime defined the Local Government Act 1999 and the Regulations and guidance made thereunder.

- (b) "Community Equipment" means equipment from a standard core equipment list a copy of which is annexed hereto marked 'A; which is procured by the Lead Council under this Agreement.
- (c) "the Councils" shall mean the Lead Council and the Partnership Councils
- (d) "Data Protection Act" shall mean the Data Protection Act 1998.
- (e) "Financial Year" shall mean the 1st April in any calendar year until the following calendar year, inclusive.
- (f) "Individuals / Service Users" People assessed by social services and healthcare services and are deemed as requiring the provision of equipment to assist them in their daily living.
- (g) "Partnership Arrangements" shall mean the arrangements between the Partner Organisations covered by this Agreement.
- (h) "the Partner Organisations" shall mean the Councils and the PCTs.
- (i) "the Partnership Commissioning Group" shall mean the representatives of the Partnership Organisations, the Terms of Reference of which are set out in the service Specification.
- (j) "the Lead Council" shall mean Slough Borough Council or such other body as shall be appointed by the parties to carry out the Services specified in this Agreement from time to time.
- (k) "the Services" shall mean the services set out in this Agreement more particularly in the service specification Appendix A.
- (l) "Pooled Budget" shall have the meaning set out in this Agreement more particularly in clauses 2, 6 and 7.
- (m) "Contract Fund Manager" shall mean a suitably qualified manager appointed by the Lead Council responsible for the delivery of the Agreement, management of Pooled Budget and performance targets to be agreed with new provider.

2. Aims and Purpose of the Agreement

- 2.1 The overall aim of this Partnership Arrangement is to improve standards and quality of Services through more effective coordination of resources within the partnership. The purpose of this Agreement is to enable the Partner Organisations to deliver the joint vision for provision of equipment, in line with local strategies. This will be enabled by the delegation of lead commissioning and integrated service provision to the Lead Council, and supported by the flexible use of funds in a Pooled Budget. This will be extended to commission comprehensive and integrated equipment services, with the aim of improving outcomes, for individuals. This will be achieved through the Pooled Budget arrangement between the Partner Organisations basing expenditure on need of service users, and the level of contribution from each of the Partner Organisations.

- 2.2 This Agreement provides a robust framework under which the Partners pool budgets for the provision of an integrated community equipment service in Berkshire to the benefit of residents living in Berkshire, and defines the legal, practical and strategic context for pooling budgets. The Partnership Councils and PCTs delegate responsibility to the Lead Council for the Pooled Budget. The Partnership Councils and PCTs delegate responsibility to the Lead Council for the Commissioning of an integrated community equipment service.
- 2.3 This Agreement shall be governed and construed in English Law. Section 75 of the National Health Service Act 2006 describes the scope of the functions that are allowed within the Pooled Budget arrangement.
- 2.4 This Agreement relates to funds contributed by the Partner Organisations to joint budgets for each Financial Year during the term of this Agreement. If additional funding or services are to come within the remit of the Pooled Budget agreement, then a review of the budget will be required and the Agreement will be adjusted or amended accordingly.
- 2.5 The service which is primarily subject to this Agreement is the procurement by the Lead Authority of an integrated community equipment service, the defining characteristics of which are set out in the appendices to this Agreement.
- 2.6 Targets for the development and performance of the Services are determined by the Partnership Commissioning Group. The Partnership Commissioning Group is accountable to the Unitary Authority or PCT that members are representing. The Lead Council remains responsible for delivery of the Services to the Partnership Councils and to the PCTs.
- 2.7 The terms of reference for the Partnership Commissioning Group and its Sub Groups are set out in the Service Specification. Attached Appendix A.

3. Partner Organisations

- 3.1 The Lead Council for this Agreement shall act as a host organisation for the purposes of the Pooled Budget. The Lead Council is currently Slough Borough Council as per this Agreement; however this is subject to variation and one of the Councils may take over the role of Lead Council if agreed unanimously by all of the Partner Organisations.
- 3.2 The Lead Council may enter into any such Agreement (“Contract for Services”) with a Service Provider for the Service Provider to act as Contractor to provide the Services on behalf of the Lead Council in accordance with the following obligations in the remainder of this Clause 3.
- 3.3 Obligations of the Lead Council

The Lead Council shall:

- (a) Fulfil on behalf of the Partner Councils and PCTs all their statutory duties in relation to the commissioning of an integrated community equipment service.

- (b) Comply with all obligations under the Public Contracts Regulations 2006 (as amended from time to time) in the commissioning of the Services.
- (c) Provide a suitably qualified person in the role of Contract Fund Manager.
- (d) To consult with the Partner Councils and PCTs about any decision which would affect any responsibility of the Partner Councils and the PCTs.
- (e) To develop the fullest possible integration and co-ordination between the Partner Organisations.
- (f) Exercise all such professional skill care and diligence as may be reasonably expected for a competent host organisation experienced in carrying out work of a similar size, scope and complexity to that which is the subject of this Agreement.

Obligations of the Partner Councils and PCTs

The Partner Councils and PCTs shall:

- (a) Pay their contribution to the Pooled Budget in a timely manner.
- (b) Consult with the Lead Council about any decision which would affect any responsibility of the Lead Council.
- (c) Develop the fullest possible integration and co-ordination between the Partner Organisations.

Related Contracts:

There is one related Contract:

- (a) Between the Lead Council and the Provider for the provision of an integrated community equipment service.

Best Value

The Contract Fund Manager shall be responsible for complying with Government guidance on Best Value in commissioning the Pooled Budget to meet the requirements of the Partner Councils.

The Contract Fund Manager will be responsible for ensuring that there are satisfactory systems and procedures in place to provide accurate and reliable performance management information on the use of the Pooled Budget and that the commissioning of the Service complies with Best Value requirements.

4. Accountability Framework

- 4.1 The Lead Council will be responsible for the management of the Pooled Budget and the management of the contract and is accountable to the Partnership Commissioning Group.
- 4.2 It is acknowledged by all parties that role of Lead Council can by Agreement be assigned to any of the Partner Councils in accordance with Clause 15 such assignment being made pursuant to this Partnership Agreement and the role of Lead Council will apply to the current Lead Council.

- 4.3 The Partnership Commissioning Group has representation and delegated responsibility for the Director of their respective organisations for developing and monitoring the Services and compliance with this Agreement and the related contracts.
- 4.4 Through regular meetings the Partner Organisations shall determine the shape and strategic direction of Services through the Partnership Commissioning Group and activity levels will be agreed annually between the Partner Organisations.
- 4.5 Equipment procured pursuant to this Agreement will remain in the ownership of the Lead Council but will be held on trust for and made available for use by all other Partnership Organisations for the duration of this Agreement. However, due to the tender currently underway, various financial models will be assessed by the financial leads of each organisation to achieve value for money and this arrangement may be varied.

4.6 “Engagement

The Lead Council will ensure that service users are properly consulted and involved in the development and provision of the integrated community equipment service.

4.7 Complaints

The Partner Organisations shall each continue to deal with complaints falling within their statutory functions, duties and powers in accordance with their own complaints procedure.

Each Partner Organisation shall ensure that the other will be kept fully informed on the progress of any complaints related to their functions and to the arrangements under this Agreement.

The Partner Organisations recognise the need and expediency of responding to a complaint as quickly as possible and will therefore deal with any complaints in accordance with the timescales contained in their own procedure.

Prior to the issue of any press release or making any contract with the press on any issue attracting media attention the Partner Organisations shall consult with each other to agree a joint strategy for the release and handling of the issue.

In the event of any potential legal action or complaint to the Local Government or Health Ombudsman relating to the Partnership Agreement and the functions thereunder, the Partner Organisation notified of the potential legal action or complaint shall notify the other partners immediately and if possible agree a joint strategy for dealing with the action.

4.8 Liability and indemnity

- 4.8.1 Without prejudice to the primary liability of each of the Partner Organisations for its respective functions, preserved by Section 75(5)(a) and (b) of the National Health Services Act 2006, the following indemnity provisions will apply:

- 4.8.1.1 References in this clause to damages, claims and liabilities shall include the obligation to pay sums recommended by an Ombudsman or under any other complaint resolution procedure.
- 4.8.1.2 The PCTs will indemnify the Partner Councils and Lead Council from and against any damages, claims or liabilities suffered and reasonable legal fees and costs incurred by the Partner Councils and Lead Council arising in the exercise by the Lead Council of the PCT's functions or the breach by the PCTs of any obligation in this Agreement (except in so far as such damages claim or liability arises from any negligent act or omission or breach of any obligation in this Agreement by the Partner Councils, Partner Councils' Staff, the Lead Council or a Lead Council's Staff or any other employee of the Partner Councils or the Lead Council) including, without prejudice to the generality of this provision, any act, neglect or default of the PCTs, their employees, agents or contractors.
- 4.8.1.3 The Partner Councils and Lead Council will indemnify the PCTs from and against any damages, claims or liabilities suffered and reasonable legal fees and costs incurred by the PCTs arising in the exercise by the PCTs of the Partner Councils and Lead Council's functions or the breach by the Partner Councils and Lead Council of any obligation in this Agreement (except in so far as such damages claim or liability arises from any negligent act or omission or breach of any obligation in this Agreement by the PCTs or a PCT Staff or any other employee of the PCTs) including, without prejudice to the generality of this provision, any act, neglect or default of the Partner Councils and Lead Council, their employees, agents or contractors.
- 4.8.1.4 Each Partner Organisation will indemnify the others from and against any direct loss and expense suffered and reasonable legal fees and costs incurred as a result of any breach of this Agreement by it, except to the extent that such loss or expense is caused by the breach of contract or the act, neglect or default of the other, its employees, agents or contractors.
- 4.8.1.5 In relation to the diagnosis, care and treatment of a service user or patient of the PCTs under the PCT's functions, the provisions of the NHS Indemnity shall apply in relation to any acts or omissions of the PCTs, its employees or agents in consequence of which the service user suffers harm.
- 4.8.1.6 The Partner Organisations shall use reasonable endeavours to inform each other promptly of any circumstances reasonably thought likely to give rise to any claim or proceedings which maybe subject to an indemnity under this Agreement and any material developments. Partner Organisations shall co-operate in the defence of any such claim or proceedings. No settlement or admission properly made by any Partner Organisations in dealing with a complaint or in connection with any professional or disciplinary proceedings shall vitiate its right to be indemnified by the other under this Agreement.
- 4.8.1.7 Insurance

In respect of all liabilities arising under any indemnity in this Agreement, the PCTs shall maintain membership of the Liabilities to Third Parties Scheme and the Clinical Negligence Scheme for Trusts or such other scheme as may be operated from time to

time by the National Health Services Litigation Authority, and the Partner Councils and Lead Council shall maintain such insurance as they consider appropriate.

4.8.1.8 The Partner Organisations will make available data in relation to claims received, in respect of those services transferring, for the purpose of any insurance renewal negotiations. The Partners shall co-operate with each other in the bringing of or in the defence of any insurance claim arising under this Agreement. In the event of litigation arising from such an insurance claim the Partner Organisations agree to provide witnesses and evidence to each other without charge.

5. Liability

5.1 As host organisation the Lead Council will provide the required financial systems on behalf of the Partner Organisations and be legally accountable for audit and good practice in the administration of the budget (as provided for in clause 12 below). To this end, all Partner Organisations will ensure that the Lead Council receives any information reasonably required in order to effectively manage the pooled budget.

5.2 Liability for any over-expenditure is expected to be on the following basis:

- Where over-expenditure occurs because of actions or inactions of one or more of the Partner Organisations, the liability will rest with the Partner Organisation responsible for the over-expenditure.
- Where over-expenditure occurs due to unforeseen circumstances that are not due to negligence or the foreseeable actions of any one of the Partner Organisations, liability will be shared in proportion to the Partner Organisations' individual contributions to the Pooled Budget
- Where over-expenditure is incurred because of budget maladministration by the Provider the liability for this will rest with the Provider. In this context budget maladministration means expenditure outside the terms of the Contract between the Lead Council and the Provider and without proper authorisation.

5.3 Each partner's liability will be recorded in their published accounts.

5.4 All of the above provisions are expected to be in accordance with the Procedure Rules and Policies of the Lead Council. Disposal of assets funded under this Agreement arising from any winding up of Services during the course of this Agreement will be subject to separate negotiation and agreement regarding re-allocation of any monies available. Commissioning of assets of any capital expenditure will also be subject to separate negotiation and unanimous agreement.

5.5 The Partnership Councils and the PCTs hereby indemnify the Lead Council (so long as the Lead Council has complied in full with its legal obligations in respect of management of the Pooled Budget, and / or the commissioning / provision of the Services including complying with its obligations under the Public Contracts Regulations 2006 as amended) against all costs claims actions and losses properly and directly arising out of its function as host organisation except as provided for in Clauses 3.3 and 5.2 above.

5.6 Unless otherwise stated in this Agreement, a party that seeks to withdraw from this Agreement shall bear its own costs and expenses in such withdrawal and any additional costs to the Pool Budget arising from such early withdrawal. For the avoidance of doubt this may include staff costs and redundancy costs. The remaining parties to this Agreement shall offer no indemnity nor have any liability in relation to the Services to the withdrawing party after it has withdrawn from this Agreement.

6. Management of the Pooled Budget

6.1 The Lead Council shall be responsible for managing the Pooled Budget and forecasting and reporting to the Partner Organisations on the planned outputs/outcomes, including how far financial targets are being met and potential overspends and under spends. The Lead council will employ a contract fund manager as part of the pooled budget arrangements. Role and responsibilities to be agreed by lead commissioners.

6.2 The Partner Organisations will each account for their contribution to the Pooled Budget in their accounts.

6.3 The Lead Council as the operator of the Services and the host organisation for the Pooled Budget is responsible for the financial administration and accounting arrangements and will arrange for monitoring report to be sent to all Partner Organisations on a quarterly basis and at the year end prepare a memorandum of accounts within its statement of accounts, which shows what has been received, spent and what remains. This memorandum of accounts will be sent to each of the partners at the end for inclusion in their statement of accounts. Records will need to be retained for at least six years plus the current year.

7. Detailed Working Arrangements for the Pooled Budget

7.1 The Partner Organisations consulting with the Lead Council are responsible for agreeing the detail of the Services to be provided at a strategic level (the Lead Council will be responsible for the detail of Services to be provided at an operational level). The primary governance of this process is to be undertaken by the Finance lead from each organisation.

7.2 The financial contribution for year 1 of the contract will remain the same as that in 2011/12.

7.3 The amount to be provided will cover service developments, inflation and cost pressures. Management of efficiency savings will need to be negotiated and agreed between the Partner Organisations each year. The Partner Organisations will also need to discuss and agree the split of any additional funding between them Governance arrangements can be found in the service specification Appendix A.

7.4 The Partner Organisations will also need to agree the element to allow for annual growth in services each year. The financial leads will need to work together to draft an agreement around what elements need to be considered annually eg: inflation, new services and how to deal with overspends.

- 7.5 The VAT regime of the Lead Council will apply as laid out in the CIPFA guidance on Pooled Budgets.
- 7.6 Services will be provided in line with eligibility criteria for services as outlined in the Service Specification a copy of which is attached at Appendix A Service Specification.
- 7.7 Provision needed re Microsoft database to be used and its ownership.

8. Monitoring Arrangements

- 8.1 The Lead Council will ensure that monthly budget monitoring reports and performance reports are made available to the other Partner Organisations.
- 8.2 The Lead Council will provide quarterly financial monitoring reports and year-end accounts showing funds received, funds spent, funds committed and any unspent resources, to the other Partnership Organisations. Where finance or performance is not to target, an appropriate recovery/remedial plan will be produced (or amended) to accompany the report.
- 8.3 Performance targets and service outcomes will be agreed between the Partner Organisations and detailed in the service and financial planning document at the beginning of each financial year. These performance targets and service outcomes must, where relevant, be included in the related contract between the Lead Council and the Provider. The Lead Council is expected to ensure the achievement of these targets within budget.
- 8.4 The Partner Organisations will provide the Lead Council with a list of authorised prescribers where changes occur, the Lead Council will be notified of these changes.
- 8.5 The Partner Organisations will provide the Lead Council with information in respect of any known risks or hazards in respect of the provision of the Services

9. Changes / Suspension to Contributions to the Pooled Budget

- 9.1 Subject to the provisions of clause 5.4 each of the Partner Organisations will under normal circumstances give a minimum of twelve months notice of any intention to unilaterally withdraw from the pooled budget agreement or to make proposals for significant variations in interagency contributions. Significant will be defined for this purpose as 5% of total contribution or greater than £100,000, whichever is the lower figure.
- 9.2 Under exceptional circumstances, in situations of extreme budget crisis the Chief Officers of the Partner Organisations should be authorised to take action, including the suspension of the agreement, with one month's notice, where no further expenditure can be incurred without their written agreement.
- 9.3 Changes to contributions of the Partner Organisations may become necessary, for example as a result of Best Value Reviews or in response to developing service strategies. Agreement will be reached between the Partner Organisations regarding how

any variations to the budget will be managed. Changes in contributions will be recorded as a variation to the Agreement.

10. Overspends / Under spends

- 10.1 If a potential overspend is not contained within the budgetary resources available, the Lead Council will notify lead commissioners of the projected overspend as soon as possible and will agree with the Finance leads how the potential overspend will be managed.
- 10.2 Under spends may be carried over to the following year but these will be discussed and agreed by the Lead Council in consultation as appropriate. As a general principle, it is agreed that underspends will be carried over to the following year within the pooled fund arrangement to enable the services funded to achieve their operational and strategic objectives.
- 10.3 The Partner Organisations cannot make decisions that would override the standing financial instructions or other probity requirements of the individual funding bodies.

11. Processing of Payments between the Partner Organisations

- 11.1 The Lead Council will invoice the Partner Organisations for their contribution to the Pooled Budget quarterly in advance.

12. Audit Arrangements

- 12.1 The Lead Council, as the operator of the Services will arrange for the audit of the Pooled Budget accounts and this will be certified by the Auditor appointed by the Audit Commission in the annual return, under section 28 of the Audit Commission Act 1998. This will relate to the level of contributions made by each of the Partner Organisations and the total expenditure from the pool.
- 12.2 Audit will also be supported by evidence that management reporting to the Partner Organisations identify how far joint store operation is fulfilling the aims, outcomes and targets that were agreed by the Partner Organisations at the outset and set in the start of year service and financial plan.
- 12.3 The timing of audit requirements may vary between the different partner agencies and it is the responsibility of the Lead Council as the host to align audit timetables to the satisfaction of all parties.
- 12.4 Any additional costs arising from audit will be met from the pooled fund.
- 12.5 Reports will be provided to the Boards of the Partner Organisations on the performance of the Services and financial plans as requested.

13. Data Protection Act

- 13.1 The Partner Organisations agree:

- (a) To observe all obligations under the Data Protection Act 1998 together with any subsequent amendment or re-enactment therefore and the Data Protection Act Principles and guidelines issued by the Information Commissioner in storing and processing personal data and any other implementing regulations which arise as a result of this Agreement.
- (b) To ensure that the other Partner Organisations are not in breach as a result of their actions or omissions.
- (c) To use the personal information required for the completion of obligations in relation to service users only for the purpose of fulfilling those obligations in an appropriate manner.
- (d) To ensure the confidential destruction of these personal data once the information is no longer required to provide the Services.
- (e) To ensure that all appropriate technical and operational measures are taken to guard against unauthorised or accidental loss or damage to any personal information and comply with other obligations set down in the seventh principle Data Protection Act 1998 in respect of processing done on behalf of this Agreement.
- (f) To not transfer the personal information outside of the European Economic Area without the consent of the individual data subject and to only transfer it to the extent to which that individual has agreed.
- (g) To allow the other partners access to the information they hold as reasonably required to monitor each other's performance of obligations under the Data Protection Act 1998.
- (h) The Partner Organisations are bound by the same obligations owed to the Agreement whether they are acting as Data Controller or Data Processor on behalf of the Agreement.
- (i) The Partner Organisations agree that, in cases where the personal information is given to a third party for the provision of appropriate services, then that third party is to be bound by the same obligations as the Partner Organisations in relation to the data and that this obligation will be passed on via the related contract or agreement.
- (j) The Partner Organisations agree to provide each other with all of the information reasonably required for each to:
 - a. Account for the funds which they have contributed to the Pooled Budget.
 - b. Report on its statutory obligations.
 - c. Plan overall strategies.
- (k) The Partner Organisations agree that data relating to the social care needs of an individual is owned by the relevant Partner Council or the Lead Council and that data relating to the health care needs of any individual is owned by the relevant PCTs.

13 Freedom of Information Act

- 13.2 The Partner Organisations agree to comply with the obligations under the Freedom of Information Act 2000, any amending enactments and any amending regulations.

- 13.3 The Partner Organisations will
- (a) Support each others current and future Freedom of Information Act 2000 obligations and any codes of practice, government guidance and any appropriate enforcement agencies.
 - (b) Comply with the Freedom of Information Act 2000 insofar as it places obligations upon that partner in the performance of its obligations under this Agreement.
 - (c) Assist each other where possible to ensure compliance with the obligation under these provisions and to comply with any reasonable requests for that purpose.
 - (d) Acknowledge that, if a request for information is received by the other partner (“the Receiving Body”), the Receiving Body will be entitled to disclose information help by it relating to this Agreement or which otherwise relates to the other partner.
 - (e) Agree to take reasonable steps to notify the other partner of any request under the Freedom of Information Act which relates to this Agreement or the other partner, within 10 (ten) days of notification.
 - (f) Agree to give consideration to any comments made by the other partner where those comments are made within 5 (five) days of notification.
 - (g) Acknowledge that if the other partner does not make comments to the Receiving Body within the set period, or if the other partners comments do not alter the view of the Receiving Body that the information should be disclosed, the Receiving Body is entitled to disclose such information.
 - (h) Agree to co-operate with the Receiving Body in connection with any request received by the other partner under the Freedom of Information Act 2000 and such co-operation shall be at no cost to the Receiving Body.
- 13.4 In relation to requests of information, the Receiving Body is only required to provide such information as is held by the Receiving Body at the time of request. They are not obliged to see further information in compliance with that request.
- 13.5 The Partner Organisations shall provide each other with such information as each partner may reasonably request to satisfy themselves that the other partner is complying with their obligations under this Agreement.

15. Transparency

- 15.1 The Partner Organisations acknowledge that, except for any information which is exempt from disclosure in accordance with the provisions of the Freedom of Information Act, the text of the related contract between the Lead Council, and any schedules to that agreement, are not Confidential Information. The Lead Council shall ensure that it obtains the provider’s consent for the Partner Organisations to publish the related contract and its schedules in its entirety, including from time to time agreed changes to the contract, to the general public in whatever form the Partner Organisations decide. The Lead Council shall be responsible for determining any redactions to the related contract as are necessary.

16. Accountability

- 16.1 The elected Members of the Council must be kept informed about matters on which they may be required to make decisions or which affect their electoral division.
- 16.2 In the event of an enquiry from a Member of the Council about the circumstances of an individual service user the partner receiving the complaint shall consult with the other

Partner Organisations immediately and agree a joint strategy for the release or handing of the issue.

- 16.3 In the event of an enquiry from a Member of the Council about policy the appropriate Partner Council shall respond in accordance with this agreement and inform the other Partner Organisations on request.

17. Variation

- 17.1 The variation/change control provisions in this clause shall apply as a means of developing and refining of the Partner Organisations' functions and fulfilling the objectives of this Agreement.
- 17.2 If at any time during the term of this Agreement a partner gives notice to vary this Agreement, it shall be considered first by the Partnership Commissioning Group prior to making recommendations to the Partner Organisations for consideration and implementation if approved by the relevant Partner Organisations.
- 17.3 If any requested variation/ change cannot be agreed or the terms of its implementation cannot be unanimously agreed by the Partners, the variation/change cannot take place.
- 17.4 Any variations agreed by the Partner Organisations shall only be effective if they are signed by authorised officers from each of the Partner Organisations.

18. Force Majeure

- 18.1 Partner Organisations shall not be liable to each other for any delay in or failure to perform in part or in whole their respective functions under this Agreement as a result of any cause beyond their reasonable control, including but not limited to fire, natural disaster, flood, shortage or delay of power, fuel or transport, irresistible force or compulsion or any overwhelming power, any national emergency, civil commotion, explosion, war, prohibitive act of Parliament, prohibitive governmental regulations or any other contingency (except strike action) beyond the reasonable control of the Partner Organisations.

19. Disputes

- 19.1 If any party considers that one of the parties has failed to comply with the terms of this Agreement, then the following course of action is required:
- Each of the Partner Organisations shall use their best endeavours to resolve by agreement any dispute between them in connection with this agreement. If this fails to resolve the matter it shall be referred to the Chief Executives of the relevant Partner Organisations who shall within 10 days of a written notice from either party to the other meet in good faith in an effort to resolve the dispute without the recourse of proceedings.
 - If the dispute is still unresolved following such a meeting, then provided the value of the dispute shall be in excess of £10,000 the partners may agree to refer the matter to an individual, agreeable to all parties' for mediation.
 - If the dispute cannot be resolved following mediation, the matter shall be referred for independent arbitration to the Institute of Arbitrators.

19.2 The full costs for any mediation and/or arbitration process shall be shared equally by all parties to the dispute.

20. Termination of Agreement

20.1 In the event of any of the Partner Organisations wishing to terminate this Agreement, the principal consideration will be maintaining continuity of service for users. Therefore a minimum of twelve months notice is required for this Agreement to be terminated or for one of the partners to withdraw, except in exceptional circumstances outlined in Clause 9.2. A Partner Organisation exercising the right of termination under this Clause 20.1 shall indemnify the other Parties for all costs arising as a result of such termination.

20.2 Either party may at anytime, by prior notice in writing to the other party, terminate this agreement in the event of the following:-

- There is a fundamental breach by the other party of any provision hereof; or
- A party commits a material breach of any of its obligations hereunder which is not capable of remedy, or if capable of remedy has not been remedied within 14 days after written notice requiring it to remedy the breach ; or
- A party is unable to fulfil its obligations hereunder, as a result of any change in law or legislation; or
- A party, in fulfilling its obligations hereunder, would be in contravention of any guidance from any Secretary of State.

20.3 In the event that this Agreement is terminated (whether by effluxion of time or by notice of termination), the parties agree to co-operate to ensure the orderly wind down of their joint activities set out in this Agreement. The remaining partners may elect to continue operating a Pooled Budget if it is believed to be financially viable.

20.4 Upon termination of any Partner Organisation's interest under this Agreement for any reason whatsoever the following will apply:

20.5 Termination of this Agreement shall have no effect on the liability of any partner for the payment of any sums arising under this Agreement or any rights or remedies of any partner already accrued, prior to the date upon which termination takes effect.

20.6 If a Partner Organisation withdraws from this Agreement during the duration of the Agreement, the relation between the remaining partners shall not be affected and the Agreement shall continue in force unless terminated by all partners.

20.7 If there are any assets upon termination lead commissioners and finances leads will meet and agree sharing of such assets.

21. Changes to Management Agreements

21.1 All changes to this Agreement must be agreed in writing between the Partner Organisations.

22. Authority

- 22.1 Apart from the Lead Council entering into any arrangement to procure the Services, none of the Partner Organisations shall make any representation or give any warranties on behalf of the other parties nor bind or hold itself out as having authority to bind the other parties.
- 22.2 Nothing in this Agreement shall be taken to create a legal partnership between the parties.

23. Notices

- 23.1 Any notice or other document to be served on any Parties under the provisions of or in conjunction with this Agreement shall be sufficiently served if left or delivered at, or sent by first class or registered post or through the recorded delivery system addressed:

in the case of the Lead Council to:

Slough Borough Council
St Martins Place
51 Bath Road
Slough
SL1 3UF

in the case of ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD to:

Town Hall
St Ives Road
Maidenhead
SL6 1RF

in the case of the BRACKNELL FOREST BOROUGH COUNCIL to:

Time Square
Market Street
Bracknell
RG12 1JD

in the case of the READING BOROUGH COUNCIL to:

Civic Centre
Reading
RG1 7AE

in the case of the WEST BERKSHIRE DISTRICT COUNCIL to:

Council Offices,
Market Street
Newbury
RG14 5LD

in the case of the WOKINGHAM DISTRICT COUNCIL to:

Shute End
Wokingham
RG40 1WN

In the case of BERKSHIRE EAST PRIMARY CARE TRUST to:

King Edward VII Hospital
Windsor
Berkshire
SL4 3DP

In the case of BERKSHIRE WEST PRIMARY CARE TRUST to:

57-59 Bath Road
Reading
Berkshire
RG30 2BA

or to such other address as the relevant party shall notify to the other in writing from time to time.

- 23.2 Any notice or document of the kind referred to in Clause 23.1, if sent by registered post or through the recorded delivery system addresses in accordance with Clause 23.1 shall be deemed to have been sufficiently served 48 hours after the time of posting (unless returned by the Post Office undelivered).

25. Contracts (Rights of Third Parties) Act 1999

- 25.1 The parties agree that the Contracts (Rights of Third Parties) Act 1999 shall not apply to this Agreement and no person who is not a party to this Agreement may enforce any terms of it unless the Agreement expressly provides that he may do so.

26. Severance

- 26.1 If any provision of the Agreement shall become or shall be declared by any court of competent jurisdiction to be invalid or unenforceable in any way, such invalidity or unenforceability shall in no way impair or affect any other provision all of which shall remain in force and full effect.

27. Equal Opportunities

- 27.1 All parties shall operate an equal opportunities policy which shall comply in all respects with the statutory obligations set down in the Equality Act 2010 and they shall not treat one group of people less favourably than others because of their race, nationality, ethnic origin, gender, sexual orientation or disability.

28. Governing Law and Jurisdiction

- 28.1 This Agreement shall be governed and construed in accordance with English Law.

AS WITNESS the hands of the parties the day and year first before written, the parties hereby enter into this Agreement as a Deed

The Common Seal of **SLOUGH BOROUGH
COUNCIL** was hereunto
Affixed in the presence of:

The Common Seal of the **ROYAL BOROUGH
OF WINDSOR AND MAIDENHEAD** was hereunto
Affixed in the presence of:

The Common Seal of The **BRACKNELL
FOREST BOROUGH COUNCIL** was hereunto
Affixed in the presence of:

The Common Seal of The **MAYOR AND
BURGESS OF READING BOROUGH
COUNCIL** was hereunto
Affixed in the presence of:

The Common Seal of The **WEST BERKSHIRE
DISTRICT COUNCIL** was hereunto

Affixed in the presence of:

The Common Seal of The **MAYOR AND BURGESS OF WOKINGHAM BOROUGH COUNCIL** was hereunto
Affixed in the presence of:

EXECUTED as a **DEED** by **NHS BERKSHIRE EAST**
whose Corporate Common Seal was hereunto
Affixed in the presence of:

EXECUTED as a **DEED** by **NHS BERKSHIRE WEST**
whose Corporate Common Seal was hereunto
Affixes in the presence of:

**TO: GOVERNANCE AND AUDIT COMMITTEE
8 NOVEMBER 2011**

**THE EXECUTIVE
15 NOVEMBER 2011**

**ANNUAL AUDIT LETTER 2010/11
Chief Executive/Borough Treasurer**

1 PURPOSE OF REPORT

1.1 To receive the Audit Commission's Annual Audit Letter for 2010/11.

2 RECOMMENDATION(S)

2.1 That the Governance and Audit Committee and the Executive note the Annual Audit Letter 2010/11 at Appendix 1.

2.2 That recommendations set out in the Annual Audit Letter 2010/11 are reflected in the Corporate Services Service Plan for the coming year.

3 REASONS FOR RECOMMENDATION(S)

3.1 The Annual Audit Letter must be considered in public by those charged with governance. In Bracknell Forest this is the Governance and Audit Committee. However, given the Executive's overall responsibilities it is important that it also receives the report.

4 ALTERNATIVE OPTIONS CONSIDERED

4.1 None

5 SUPPORTING INFORMATION

5.1 The Audit Commission is required to provide the Council with an Annual Audit Letter (set out at Appendix 1). The letter summarises the findings from the 2010/11 audit, which comprises two elements:

- the audit of the financial statements; and
- the District Auditor's assessment of the Council's arrangements to achieve value for money in the use of resources.

5.2 The Audit Commission has given an unqualified opinion on the Council's financial statements. An unqualified conclusion has also been given on the Council's arrangements for securing value for money. Three recommendations are set out in the report and given that the focus is largely on strategic financial issues it is recommended that these be reflected in the Corporate Services Service Plan for the coming year.

- 5.3 The District Auditor, Phil Sharman, will attend the meeting of the Governance and Audit Committee to present the Annual Audit Letter 2010/11.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 Nothing to add to the report.

Borough Treasurer

- 6.2 Nothing to add to the report.

Equalities Impact Assessment

- 6.3 There are no specific issues arising directly from this report.

Strategic Risk Management Issues

- 6.4 The Annual Audit Letter identifies the strategic financial risks facing the Council. These will be addressed through the Strategic Risk Register, Service Plans and the Council's financial planning process.

7 CONSULTATION

Not applicable.

Background Papers

None

Contact for further information

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Doc. Ref.

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Annual Audit Letter

Bracknell Forest Council

Audit 2010/11



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Key messages

This report summarises the findings from my 2010/11 audit. My audit comprises two elements:

- **the audit of your financial statements; and**
 - **my assessment of your arrangements to achieve value for money in your use of resources.**
- I have included only significant recommendations in this report. The Council has accepted these recommendations.**

Key audit risk

Our findings

451

Unqualified audit opinion



Proper arrangements to secure value for money



Audit opinion and financial statements

I issued an unqualified opinion on your financial statements on 30 September 2011. The Council:

- prepared well for the transition to IFRS;
- needs to improve arrangements for accounting for fixed assets.

Value for money

I issued an unqualified conclusion on your arrangements for securing value for money. The Council:

- has recognised that difficult decisions about priorities and services lie ahead and has set up a framework to decide and identify options for delivering priorities;
- needs to maintain an emphasis on strategic policy changes and longer-run savings programmes to shift the balance away from an annual round of targets to balance the revenue budget.

Financial statements and annual governance statement

The Council's financial statements and annual governance statement are an important means by which the Council accounts for its stewardship of public funds.

Overall conclusion from the audit

I issued an unqualified opinion on your financial statements on 30 September 2011.

In 2010/11 local government financial statements had to be produced under International Reporting Standards (IFRS) for the first time. Restating the accounts to comply with the requirements of IFRS was a complex task. You tackled the transition well by carrying out early preparatory work. My audit showed good overall compliance with CIPFA's Code of Practice on Local Authority Accounting in the United Kingdom.

⁴⁵₂In previous years I have recommended the Council needed to ensure that values for assets in the financial statements properly reflect their physical size, condition, usage and estimated life. Although some progress was made in 2010/11 there remains scope for further improvement.

My audit identified some assets either not included in the asset register or included but with incorrect valuations. The quality of evidence to support some valuations undertaken was variable. My audit also identified some assets below the Council's capitalisation threshold had been incorrectly capitalised.

Looking ahead, CIPFA is currently consulting on alternative approaches to valuing infrastructure assets. To comply with potential new requirements the Council, with others, will need to develop robust highways infrastructure asset inventories and management plans to help confirm assets exist.

Weaknesses in internal control

I have reviewed your Annual Governance Statement and have concluded that it accords with proper practice and is consistent with my knowledge of the Council. I did not identify any significant weaknesses in your internal control arrangements.

My audit identified scope to improve controls over journals. Some journals process transactions in the general ledger which have not already gone through feeder systems. There is currently no authorisation step for these. Officers intend to address this weakness with the planned upgrade to the financial ledger.

Recommendation

Recommendation

- R1** Monitor implementation of recommendations made in my annual governance report on aspects of internal financial control including:
- procedures for accounting for fixed assets
 - procedures for journal processing.

Value for money

I considered whether the Council is managing and using its money, time and people to deliver value for money. I assessed your performance against the criteria specified by the Audit Commission and have reported the outcome as the value for money (VFM) conclusion.

I assess your arrangements to secure economy, efficiency and effectiveness in your use of resources against two criteria specified by the Audit Commission. My overall conclusion is that the Council has adequate arrangements to secure, economy, efficiency and effectiveness in its use of resources.

My conclusion on each of the two specified areas is set out below.

454 Value for money criteria and key messages

Criterion

1. Financial resilience
The organisation has proper arrangements in place to secure financial resilience.

Focus for 2010/11:

The organisation has robust systems and processes to manage effectively financial risks and opportunities, and to secure a stable financial position that enables it to continue to operate for the foreseeable future.

Key messages

I have concluded that the Council has adequate arrangements to secure financial resilience. The Council:

- has a long-run track record of achieving revenue budgets; in 2010/11 it achieved an underspend of £1.7 million;
- analyses emerging budget variances and considers how they impact on the projected final out-turn. Management takes timely action to address any budget variances such as the need to make savings after the emergency budget in 2010 and took corrective action, achieving required in-year savings;
- engages with members and staff on the financial challenges it faces;
- is revisiting its medium term financial plans accordingly to prioritise resources and renew the Council's strategy from 2012/13; these will need to be updated for future changes in Local Government finance;

- has a leadership team which provides constructive challenge on financial matters. This has included workshops with Members and CMT challenge of departmental budgets;
- has general fund and earmarked reserves balances to ensure there are funds to meet unexpected costs. In 2010/11 the Council was able to make a contribution to reserves of £1.1 million instead of a planned withdrawal of £0.6 million;
- experienced significant slippage on it planned capital programme in 2010/11. While the overall backlog remains high, the Council has targeted resources towards priority maintenance obligations;
- has treasury management arrangements which ensure it has sufficient cash to meet its needs - achieving a balance between security, liquidity and yield; and
- understands its sources of income and the risks arising from these. It reviews its approach to fees and charges and monitors the collection of income and arrears.

The main risk to financial resilience is the challenge of achieving a balanced budget over the medium term with reduced funding.

2. Securing economy efficiency and effectiveness

The organisation has proper arrangements for challenging how it secures economy, efficiency and effectiveness.

Focus for 2010/11:

The organisation is prioritising its resources within tighter budgets, for example by achieving cost reductions and by improving efficiency and productivity.

I have concluded that the Council has adequate arrangements for challenging how it secures economy, efficiency and effectiveness. The Council:

- has recognised that difficult decisions about priorities and services lie ahead and has set up a framework to decide and identify options for delivering priorities. Members and officers are reviewing the Council's strategic priorities and the cost-effectiveness of its activities. They are identifying cost reductions and challenging spending and investment decisions;
- has a focus at present on the 2012/13 budget but is aware of the financial challenges beyond that particularly as a consequence of major reforms to Local Government finance;
- has a track record of continuously achieving efficiencies through its Service Efficiency Strategy;
- has a culture of constantly reviewing services to improve delivery and uses benchmarking information to inform its service reviews;
- considers alternative approaches to delivering services to achieve efficiencies;
- has overall costs which compare well with others. The Council knows which services are higher cost and can demonstrate that these are due to priorities; and

Criterion

Key messages

- has continued to develop its governance arrangements over the year particularly performance and risk management, and procurement. The Governance and Audit Committee has recognised the need to review its operation once the future shape of local public audit is known.

The Council needs to maintain an emphasis on strategic policy changes and longer-run savings programmes to shift the balance away from an annual round of targets to balance the revenue budget.

Recommendation

Recommendation

- R2** Maintain an emphasis on identifying policy options, and planning and delivering savings programmes which achieve long run financial sustainability for the Council.

Current and future challenges

Economic downturn and pressure on the public sector

The public sector deficit combined with the economic downturn are having a significant impact on public finances. It is affecting the ability of public sector bodies, including this Council, to fund service delivery and capital programmes and some sources of income continue to reduce. The Comprehensive Spending Review (CSR) refers to significant potential reductions for local government over the next 4 years. The Council has been notified of its settlement for 2011/12 and 2012/13. Beyond that the Government is consulting on the way local government is to be funded including the localisation of business rates.

The way services are being provided are also changing, such as the personalisation agenda and the reorganisation of the NHS. There are also demand led budget pressures to accommodate including services to vulnerable residents and looked after children. The Council therefore faces considerable challenges to maintain services while achieving savings.

The Council set a revenue budget of £74m for 2010/11 including a planned withdrawal from reserves of £0.6m. During the year the Council managed budgetary pressures and reporting an under spend of £1.7m and added £1.1m to reserves. The General Fund reserve at March 2011 at £10.0m provides some resilience with a declared prudent minimum of £4m.

For 2011/12, the Council has set the budget at £75m. This required savings of 5.0m and a planned use of £1.6m from reserves to fund the budget gap. The Council is currently revisiting its medium term financial plans to prioritise resources and renew its strategy from 2012/13. In doing so the Council will need to maintain an emphasis on strategic policy changes and longer term savings programmes to shift the balance away from an annual round of targets to balance the revenue budget.

My preliminary assessment indicates the Council is taking the necessary steps to meet the challenges to its financial stability over the coming years and to ensure it can continue to deliver key services for its residents. This assessment will be further developed as part of the review of financial resilience during the 2011/12 audit.

Income streams

Income has been declining across a range of Council services, in particular income from conference and golf facilities. In 2010/11 this was partly offset by additional income from car parking, the cemetery and crematorium. In the current year income from conference facilities, car parking, building control and sports centres is under pressure. The Council is monitoring the impact of this on its budget, reviewing at risk areas and looking at optimising revenue across both current and potential income sources.

Treasury management

The Council operates its Treasury Management strategy to ensure cash is available when required for short term liquidity and to fund capital. It also aims to secure investment returns from surplus funds, while managing the risks associated with this.

The Council set its 2011/12 budget anticipating that low short-term interest rates and reduced cash balances to earn interest would put pressure on investment yields. Looking ahead there remains considerable uncertainty about the Eurozone sovereign debt crisis and the speed of economic recovery. In addition interest rates are forecast to remain low. This will impact on investment returns in 2012/13.

Early in October 2008, the Icelandic banks Landsbanki, Kaupthing and Glitnir collapsed and the UK subsidiaries of these banks, Heritable and Kaupthing Singer and Friedlander went into administration. The Council had £5 million deposited across two of these institutions at that point. In accordance with accounting practice, the Council has made an annual assessment of the recoverability of these investments and provided for potential losses together with an earmarked reserve of £2.3m.

In relation to Heritable bank (with whom the Council invested £2 million) information received indicates that it will recover a total of 85 per cent by the end of 2012/13 (the Council has received 60 per cent to date).

In terms of Glitner Bank (with whom the Council invested £3 million) position is dependent upon whether the Supreme Court upholds Local Authorities deposits as priority creditors. If priority status is not confirmed the anticipated full recovery will fall to 35 per cent. A decision is expected shortly and any impairment will be accounted for in 2011/12.

Recommendation

Recommendation

R3 In the context of broader changes to the Local Government financial regime, demonstrate the Council's continuing financial resilience by updating the Medium Term Financial Strategy to reflect the impact of strategic policy changes and longer-run savings programmes.

Closing remarks

I have discussed and agreed this letter with the Chief Executive and the Borough Treasurer. I will present this letter at the Governance and Audit Committee on 8 November 2011 and will provide copies to all members of Bracknell Forest Council.

Further detailed findings, conclusions and recommendations in the areas covered by my audit are included in the reports issued during the year.

Report	Date issued
Audit fee letter	March 2010
Audit plan	March 2011
IFRS report to officers	March 2011
Annual Governance Report	September 2011
Audit opinion and value for money conclusion	30 September 2011
Final accounts memorandum to officers	November 2011
Annual Audit Letter	November 2011
Certification of claims and returns – annual report	expected January 2012

The Council has taken a positive and constructive approach to our audit. This will be the last Annual Audit Letter that I will present to the Council during my term of office as external auditor. Accordingly I would like to thank both officers and members for their support and co-operation to me and my audit team during my appointment.

Phil Sharman
District Auditor

November 2011

Appendix 1 - Fees

	Actual	Proposed	Variance
Scale fee	£256,600	£256,600	£0
Non-audit work - review of performance management arrangements	£2,500	£0	£2,500
Total	£259,100	£256,600	£2,500

Appendix 2 - Glossary

Annual governance statement

Governance is about how local government bodies ensure that they are doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner.

It comprises the systems and processes, cultures and values, by which local government bodies are directed and controlled and through which they account to, engage with and where appropriate, lead their communities.

The annual governance statement is a public report by the Council on the extent to which it complies with its own local governance code, including how it has monitored the effectiveness of its governance arrangements in the year, and on any planned changes in the coming period.

Audit opinion

46 On completion of the audit of the financial statements, I must give my opinion on the financial statements, including:

- 62 ■ whether they give a true and fair view of the financial position of the audited body and its spending and income for the year in question; and
- whether they have been prepared properly, following the relevant accounting rules.

Opinion

If I agree that the financial statements give a true and fair view, I issue an unqualified opinion. I issue a qualified opinion if:

- I find the statements do not give a true and fair view; or
- I cannot confirm that the statements give a true and fair view.

Value for money conclusion

The auditor's conclusion on whether the audited body has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources based on criteria specified by the Audit Commission.

If I find that the audited body had adequate arrangements, I issue an unqualified conclusion. If I find that it did not, I issue a qualified conclusion.

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