

Report for: ACTION
Item Number:7i



Contains Confidential or Exempt Information	No – Part I
Title	Progress Against Manifesto Commitments
Responsible Officer(s)	Head of Policy & Performance
Contact officer, job title and phone number	Andrew Elkington, Head of Policy & Performance, 01628 796025
Member reporting	Cllr Saunders, Lead Member for Policy & Performance
For Consideration By	Cabinet
Date to be Considered	29 September 2011
Implementation Date if Not Called In	Immediate
Affected Wards	All
Keywords/Index	Manifesto Commitment

Report Summary

1. This report deals with the progress against the Council’s Manifesto Commitments since the election was held in May 2011. This is the first report to track the progress of each commitment.
2. It recommends that Strategic Directors in consultation with Lead Members continue to work on each manifesto commitment and agree an action plan.
3. These recommendations are being made to reassure the residents that the Council are working on their promises to improve its services, efficiency and cost.

If recommendations are adopted, how will residents benefit?	
Benefits to residents and reasons why they will benefit	Dates by which they can expect to notice a difference
1. Assurance that the Council are fulfilling their list of promises	On publication of the report
2. Assurance that each commitment is being reviewed regularly and making progress.	On publication of the report

1. Details of Recommendations

RECOMMENDED: That the report and the progress made to date be noted.

2. Reason for Decision and Options Considered

Option	Comments
Agree with outcome and action plan	This is a tracker report to ensure that each promise is making progress.

This is the first of a series of quarterly reports tracking progress on manifesto commitments. There are a total of 104 commitments.

3. Key Implications

What does success look like, how is it measured, what are the stretch targets

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be deliver by
Achieved all 104 manifesto commitments	Not fulfilling all commitments made to the Borough residents / community / businesses	Improved services by completing all commitments	n/a	n/a	To be confirmed once action plans have been agreed

4. Financial Details

a) Financial impact on the budget (mandatory)

The budget will be mentioned in the respective report for each manifesto commitment

b) Financial Background (optional)

N/A

5. Legal

Certain manifesto commitments will have legal implications but the purpose of this report is to give a summary of outcome and actions for each manifesto commitments.

6. Value For Money

As part of the manifesto promises, the Council will never forget that the budget is taxpayers' money and they will only spend it if it is necessary. Service monitoring ensures that there is a constant review of budgets to ensure economy, efficiency and effectiveness.

7. Sustainability Impact Appraisal

None.

8. Risk Management

Risks	Uncontrolled Risk	Controls	Controlled Risk
None			

10. Links to Strategic Objectives

Each of the 104 manifesto commitments fall under one of the following 4 strategic objectives.

Our Strategic Objectives are:

Residents can be assured that the Council are supporting the following objective:

Residents First

- Support Children and Young People
- Encourage Healthy People and Lifestyles
- Improve the Environment, Economy and Transport
- Work for safer and stronger communities

Value for Money

- Deliver Economic Services
- Improve the use of technology
- Increase non-Council Tax Revenue
- Invest in the future

Delivering Together

- Enhanced Customer Services
- Deliver Effective Services
- Strengthen Partnerships

Equipping Ourselves for the Future

- Equipping Our Workforce
- Developing Our systems and Structures
- Changing Our Culture

11. Equalities, Human Rights and Community Cohesion

An Equality Impact Assessment (EQIA) has not been completed for the production of this report.

12. Staffing/Workforce and Accommodation implications:

None.

13. Property and Assets

None.

14. Any other implications:

None.

15. Consultation

Lead Officers have agreed expected outcome and action plan with Lead Members. However, there are some commitments that they still need to agree action plan.

16. Timetable for Implementation

Please see Appendix one to view the date for each significant action.

17. Appendices

Appendix one: Manifesto Commitment Tracker

18. Background Information

18.1 This is the first report to monitor and manage the progress of 104 Manifesto Commitments since the Council elections in May 2011.

18.2 Appendix one lists all 104 manifesto commitments and shows what is the expected outcome for each commitment. The report also shows what action(s) are taking place so we can monitor the progress to ensure that the Council will meet that commitment. Appendix one is a tracker designed to provide a summary of the progress and updates for each manifesto commitment for monitoring purposes. This is a summary management information report rather than detailed report. The main details such as budget, action plans and constraints will appear in their respective report to the Cabinet, for example, one of the manifesto commitment is the review of traffic lights and the report for this will be presented to the Cabinet in November 2011.

19. Consultation (Mandatory)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Ian Trenholm	Chief Exec	31 August 2011		
Andrew Elkington	Head of Policy & Performance	16 August 2011	18 August 2011	
Cllr Saunders	Lead Member		15/9/11	
CMT	All Strategic Directors	31 August 2011	15/9/11	
Cllr Burbage	Leader of the Council		23/9/11	
Andrew Brooker	Head of Finance	26 August 2011	26 August 2011	
External				

Report History

Decision type:	Urgency item?
For information	No

Report no.	Full name of report author	Job title	Full contact no:
Aug 2011	Paul Johnson	Corporate Performance Officer	01628 796445

Schedule for writing and reviewing report

Stages in the life of the report (not all will apply)	Date to complete
1. Officer writes report (in consultation with Lead Member)	August 2011
2. Report goes for review to head of service or DMT	18 August 2011
3. To specialist departments: eg, legal, finance, HR (in parallel)	25 August 2011
4. To lead member	02 September 2011
5. To SMT or CMT	31 August 2011
6. To the leader	02 September 2011
7. To overview or scrutiny, if a cabinet report	
8. To cabinet	29 September 2011

Appendix One: Manifesto Commitment Tracker

Ref:	Manifesto Commitments	Themes	Expected outcome	Significant Next Action (SNA)	Date of SNA	Directorate	Lead Member	Lead Officer	Other Notes
1.1	Aim to limit Council Tax rises, at or below the rate of inflation, without cutting services	Finance	Council Tax increase 2012-13 below September RPI.	Cabinet recommendation to Council February 2012	28-Feb-12	Resources	Cllr Kellaway	Andrew Brooker	
1.2	Increase alternative income streams	Finance	Generate in excess of £100K of external income by March 2012 to off set requirements for savings or council tax.	On going opportunities pipeline through DMT's and two5nine Ltd.	Ongoing	Resources	Cllr Kellaway	Kevin Griffiths	Introduced fee for processing Demolition Notices - April 2010. There are also plans to pilot an energy assessment service as part of the building control assessment process, which may be a future new income stream. Fees for filming within the borough and paid for advertisements on the borough's website have been initiated and are starting to generate modest levels of income.
1.3	Share more back office services with other councils to improve efficiency	Finance	Extra services shared to reduced costs or increase resilience.	Will need reviewing and a strategy deciding on options to peruse and shared services flowing agreement of the restructured council.	None	Resources	Cllr Kellaway	Anthony Kemp	Legal services delivered on time. Need to consider if other services are suitable for this type of efficiency.
1.4	Complete lean management initiatives, continuously improving our business processes	Finance	Reduced waste in processes better services to residents reduced cost of delivery of services.	On going through Lean Board.	Monthly monitoring	Resources	Cllr Kellaway	Anthony Kemp	Have implemented Lean processes within Building Control section - which is working well and has helped to ensure that Trading Services cover costs, and improved throughput efficiency with less staff.
1.5	Continue with tight controls on benefit fraud to ensure a fair deal for residents	Finance	Maintain prosecutions	Activity reported as part of Corporate Scorecard	Ongoing	Resources	Cllr Kellaway	Andrew Brooker	Prosecutions have been maintained against those suspect of benefit fraud.
1.6	Support local Credit Unions to allow local people to avoid door to door loan sharks	Finance	Continue to work with the credit union. Service Level Agreement with funding agreed for 3 years (to 2012)	Regular meetings with credit union.	Ongoing	Policy & Performance	Cllr Kellaway	Harjit Hunjan	
1.7	Use the council's property portfolio to assist redevelopment and service improvement	Finance	Maidenhead Town Centre Regeneration progress with pro-active support and use of Council land holdings. Continued support and investment in Windsor Town Centre.	ING Development Agreement signed with planning application due by 31st October 2011. Receiving land for expansion of King Edward VII car park	31-Oct-11	Environment	Cllr Saunders	David Oram	Council also activity reviewing other town centre opportunity areas, including Colonnade area; St Ives/York Road/Grove Road area; and Market Street. The Council has also successfully invested in King Edward Court Shopping Centre and further opportunities will be considered as and when they arise.
1.8	Ensure top quality customer service centre facilities for residents access in person, by phone, email and online chat facilities	Finance	More online capabilities. Increased resident satisfaction.	On-going monitoring though Service Area Data Cards (SADC).	Ongoing	Resources	Cllr Kellaway	Anthony Kemp	iPhone application being developed by James Herbert;s Department alongside Matt Jones and Scott Wheeler from Parking.
1.9	Seek to avoid increases in fees and charges, especially for unsubsidised services	Finance	Cabinet approved of fees and charges for 2012 -13.		31-Dec-11	Resources	Cllr Kellaway	Andrew Brooker	Have delegated authority to amended fee schedules for all Building Control services - to ensure charges fully cover what we do in accordance with Building (Local Authority) Charge Regulations 2010.

Manifesto Commitments

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2.1	Increase the number of Community Wardens to 18	Crime & Anti Social Behaviour	18 Community Wardens.	Agree funding plan	31-Mar-12	Environment	Cllr Bicknell	David Perkins	
2.2	Extend warden powers further	Crime & Anti Social Behaviour	Wardens have additional powers and use them	Define verge parking procedure.	30-Sep-11	Environment	Cllr Bicknell	David Perkins	Dog Fouling Fixed Penalty Notices. Implementation from 1 st July + Verge parking enforcement also under consideration.
2.3	Focus support to residents who experience anti-social behaviour, improving the response time for resolution of problems	Crime & Anti Social Behaviour	Improved response time for resolution of problems.	Agree with lead member how success will be measured.	31-Oct-11	Environment	Cllr Bicknell	David Perkins	A Lean review of the existing process would achieve improved response times.
2.4	Provide an effective mechanism for resolution of neighbour disputes	Crime & Anti Social Behaviour	A protocol will be developed and adhered to for all cases of neighbour disputes managed by the Council.	Agree scope of protocol with lead member.	31-Oct-11	Environment	Cllr Bicknell	David Perkins	Linked to 2.3
2.5	Provide an out-of-hours service for a range of urgent council functions when offices are closed	Crime & Anti Social Behaviour	Additional services out of hours.	Identify services to be provided.	30-Sep-11	Environment	Cllr Bicknell	David Perkins / Terry Gould	
2.6	Increase the recruitment of special constables in collaboration with the Thames Valley Police	Crime & Anti Social Behaviour	Work done to deliver more special constables in the Borough by 2015.	Agree action plan. The recruitment of special constables is part of the initial incentivisation programme. Nectar to produce a business plan.	31-Oct-11	Environment	Cllr Bicknell	David Perkins	Ceremonial Warden Services Target: Ex-military/police.
2.7	Increase CCTV	Crime & Anti Social Behaviour	More CCTV in the Borough by 2015.	Identify appropriate locations and purpose. More traffic cameras have already been installed.	31-Oct-11	Environment	Cllr Bicknell	David Perkins	Subject to budget – discuss with Lead Member.
2.8	Allow licensing decisions to be taken by local councillors answerable to their electorate	Crime & Anti Social Behaviour	Local accountability for licensing, enabling local councillors to sit on local licensing applications		Ongoing	Environment	Cllr Bicknell	Terry Gould / Stephen Brown	Potential for Parish councils to be more involved, work to be done to ensure sufficient training and localism of decision making are the focus
2.9	Campaign to keep local police stations open and ensure better resident access at existing stations	Crime & Anti Social Behaviour	Campaign for continued or improved local access for local residents.	Clarify expectations.	31-Oct-11	Environment	Cllr Bicknell	David Perkins	Report to be requested for Crime & Disorder forum.
3.1	Continue to spend more money on the roads	Highways & Transport	More money spent on roads.	Additional funds received 2011/12 Bid for further funds for 2012/13 Sept 2011. 2011 works programme 80 % completed (July). Additional Participatory Budgeting (PB) funds to be used Sept/Oct 2011.	Sept/Oct 2011	Environment	Cllr Bicknell	Stephen Brown	£1.95m for 2011/12 ordered. 2012/13 budget TBC

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3.2	Work with schools to keep them open as much as possible during adverse winter weather	Highways & Transport	Ensure routes to and grounds of schools have safe access in times of snow/ice hence fewer schools closed.	Publish guidance leaflet and Around the Royal Borough magazine (ATRB) article Autumn 2011. Top up School grit bins before bad weather. Publicise GPS Tracking when set up.	Autumn 2011	Environment	Cllr Bicknell	Stephen Brown	Winter Service reviewed – report July/Aug Overview & Scrutiny Cabinet. More allowance for farmers with red diesel to provide services for local residents.
3.3	Integrate cycling into the Borough's transport plans	Highways & Transport	Where supported by the relevant transport plan, improved cycle routes & cycle parking will be incorporated into projects. Build into new development methods of introducing new cycle ways and cycle provisions. Capital Programme £100k 2010/11 and £75k 2011/12.	Delivery of the Capital Programme. Local Sustainable Transport Fund bid. Highways Development Control consultations on Planning Applications and Pre-Application advice will include cycle advice and guidance where appropriate.	31-Jan-12	Planning & Development	Cllr Bateson	Gordon Oliver	Bikeability Training taking place with over 750 Students taking part this year. £50,000 already waiting to be spent. On target to deliver this years Cycling Capital Programme. Actively implement Travel Plans to include cycle provisions and targets. Working with Cycle Forum on a number of schemes for this years capital programme.
3.4	Introduce more grit bins for businesses and residents	Highways & Transport	More grit bins.	Funding being reviewed	Autumn 2011	Environment	Cllr Bicknell	Stephen Brown	Funding sources to be identified.
3.5	Bring in more use of season tickets, pay by phone, pay on exit and multiple use tickets for ease of use of the Borough's car parks	Highways & Transport	More ways to pay and flexible ticketing introduced.	Report to Cabinet 28/7 for implementation in Nicholson car park by December 11.	Mid Dec 2011	Environment	Cllr Bicknell	David Perkins	Pay on Exit to be implemented in Nicholsons November 2011. Bids submitted for other MSCPs. Evaluation of resident season tickets and improved voucher scheme. Develop parking Apps.
3.6	Review traffic lights, removing unnecessary signals considering roundabouts as replacements	Highways & Transport	Reduce unnecessary delays where signals can be safely removed or changed to alternative traffic control.	Member and stakeholder consultation to end of August. Cabinet report Nov 2011. Potential trial schemes after Christmas.	30-Nov-11	Environment	Cllr Bicknell	Stephen Brown	Further consultation taking place with new Members. Review with Lead Member prior to Cabinet report in the Autumn.
3.7	Support bus users with more information and work with companies to improve services	Highways & Transport	More information provided online and at bus stops.	Improved Roadside timetables and maps at bus stops. Extending web based real time passenger information system. Quarterly partnership meetings with key operators. Article in RTRB on web based real time running service which has already been introduced.	Ongoing	Environment	Cllr Bicknell	Stephen Brown	There is an ongoing programme of replacing / upgrading roadside information. Additionally, real-time roadside information and web-based information is being extended. With respect to improved bus services, options are being considered to improve services with alternative, innovative solutions
3.8	Work with fast food restaurants to ensure litter is cleared from their properties	Highways & Transport	Engage fast food outlets to take a lead on this. Adopt a Street programme encouraged for the restaurants		Ongoing	Environment	Cllr Bicknell	David Perkins	Do an education campaign. Agree that PB that tables & chairs licences be added as a condition. Wardens to check and enforce.

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3.9	Crack down on grass verge parking	Highways & Transport	Less verge parking, and borough's verges are protected and less damaged.	Parking currently using new powers to restrict verge and pavement parking. Hot spots being highlighted and action taken. More wardens and possible devolution to parishes.	Ongoing	Environment	Cllr Bicknell	Stephen Brown & David Perkins	Look at requirement for signs. Review with Lead member development of Community Wardens on this activity particularly in hotspots identified by Ward Members/Parish Councils
4.1	Protect the Green Belt	Planning & Housing	Up to date Borough Plan that ensures green belt policies are robust. Growth is managed without overall detriment to the green belt.	Continue to fight applications for inappropriate development in the green belt, and appeals. Also progress Borough Plan from now to 2013.	05-Oct-11	Planning & Development	Cllr Bateson	Tim Slaney	Strong appeal record where green belt issues recorded.
4.2	Support neighbourhood planning as per the Localism bill	Planning & Housing	Neighbourhood Plans progressing with five now launched. Neighbourhood Plans produced for assessment by 2012.	Steering Groups of the various neighbourhoods to take plans forward following consultation.	05-Nov-11	Planning & Development	Cllr Bateson	Tim Slaney	Parishes being consulted on annual update of developer contributions SPD (Supplementary Planning Document). Maintain dialogue with Communities and Local Government (CLG) as frontrunner giving advice on best practice and emerging issues. All 5 Parish Neighbourhood Plans now have Government funding to progress and are front runners (Vanguard)
4.3	Only support shared equity and staircased home ownership options for affordable housing delivery	Planning & Housing	Only support shared equity and home ownership options provided by new development.	Policy statement confirming how this is to be achieved and promoted amongst developers.	05-Oct-11	Planning & Development / Adults Services	Cllr Bateson	Tim Slaney	For those in employment.
4.4	Support innovative funding options to better enable right-to-buy applications	Planning & Housing	More funding options are supported		TBA	Planning & Development	Cllr Bateson	Tim Slaney	
4.5	Support and enhance our conservation areas	Planning & Housing	1 new appraisal and 3 revised appraisals.	1st and 2nd revised appraisals confirmed by Cabinet (Hurley and Cookham Dean).	On-Going and 05-Sep-11	Planning & Development	Cllr Bateson	Tim Slaney	New conservation area at Furze Platt about to go out to consultation.
4.6	Press for greater powers and quicker responses in dealing with planning infringements, fighting any appeals strongly	Planning & Housing	Appeal record maintained and improved.	Defend appeals using external expertise where appropriate. Issue Temporary Stop Notice on repeat offences at nightclubs contravening time limits.	On-Going and 05-Sep-11	Planning & Development	Cllr Bateson	Tim Slaney	Appeal record of winning 80%.
4.7	Encourage small businesses with minimal impact to be supported through planning policy	Planning & Housing	Policy position statement with agreement from small business industry agreed and adopted.	Scope out extent and significance of the issue by contact with business leaders and getting data on the problem.	05-Nov-11	Planning & Development	Cllr Bateson	Tim Slaney	
4.8	Work to ensure planning policy is fair to all with no special privileges	Planning & Housing	Updated planning policy to make it equitable as far as possible given national legislation and guidance.	Work with stakeholder groups to identify 'unfair' issues and develop 'protocol'. Developer contributions SPD has been subject of Sustainability Appraisal and EQIA.	05-Aug-12	Planning & Development	Cllr Bateson	Tim Slaney	Customer Charter used in planning for two years. Neighbourhood Plans allow all to contribute to policy making and publicity steering outcomes enabling all residents to play a part.

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5.1	Keep the weekly bin and enhanced recycling collections	Environment	Weekly bin collections remain. Enhanced recycling service is maintained	Maintain at least status quo	Completed	Environment	Cllr Bicknell	Terry Gould	Completed. Forms part of new contract. It will also include weekly collection of organic waste.
5.2	Plant more trees and woodland	Environment	£100,000 budget for trees, and efforts to be made to create woodland where possible.	* 30 town centre trees planted last season and 45 trees on WERR (Windsor and Eton Relief Road). * Investigating potential sites for further 10 street trees in Maidenhead. * 400 additional new trees planted 2010/11. * 200 additional new trees planted 2011/12.	05-Apr-12	Planning & Development	Cllr Bateson	Gail Kenyon	Current budget 2011/12 of £100k scheme being developed to plant 200+ trees throughout the borough.
5.3	Support residents in installing renewable energy systems	Environment	Increased renewable energy use on homes with potential cost savings and reduced carbon impact	Introduction of Green Deal scheme in April 2012. Able to advise residents with regard to meeting B/Reg requirements. and what functional requirements installers need to cover where part of a Competent Persons' Scheme (CPS). This is a potential area to develop further.	01-Apr-12	Environment/ Planning / Sustainability	Cllr Bicknell/ Cllr Bateson	Terry Gould/ Tim Slaney	Advice / promotion of schemes - loans for renewable energy through Flexible Homes Improvement Loans. Links to planning and corporate sustainability function.
5.4	Assist schools in increasing recycling	Environment	Improved awareness in schools and by our younger residents.	Textile initiatives in schools to be launched at start of new school year.	Autumn 2011	Environment	Cllr Bicknell	Terry Gould	Q1 2011/12 - 31 education and awareness events or presentations undertaken by the Waste Awareness Officer to help maximise recycling.
5.5	Create more recycling facilities	Environment	Provide residents with more locations for recycling.		01-Apr-12	Environment	Cllr Bicknell	Terry Gould	
5.6	Work with the EA to deliver river power through weirs (Archimedes Screw)	Environment	More Sustainable power generated locally	Expression of interest for Boulters, Marlow advertised. European Regional Development Fund (ERDF) bid submitted.	01-Oct-11	Environment	Cllr Bicknell / Cllr Bateson	David Oram / Tim Slaney	Big Society Panel is receiving full reports on this.. Remainder advertised for expressions of interest. Michael Beavan has submitted ERDF bid.
5.7	Continue to promote car sharing, and reduce dependence on expensive carbon fuel journeys	Environment	More promotions of car sharing, support electric charge point plans.	Develop and submit a Local Sustainable Transport Fund Bid.	05-Feb-12	Planning & Development	Cllr Bicknell	Gail Kenyon	Already encouraging businesses to introduce lift share schemes as part of workplace travel plans and promoting public lift share websites through the council's web site.
5.8	Protect the Thames and its environment	Environment	Thames Environment preserved	Leisure services mooring issue approved by Cabinet regarding unlicensed and unsightly vessels	Sep-11	Adult & Community Services	Cllr Dudley	Kevin Mist	
5.9	Support introduction of additional dog bins where justified and increase action against dog fouling and other littering	Environment	More dog bins and more enforcement.	Review of contract specification ongoing with a view to changes from October 2012. Increased delegated powers to Community Wardens.	01-Oct-12	Environment	Cllr Bicknell / Cllr Dudley	Terry Gould / Kevin Mist / David Perkins	Linked to the Leisure Services Dog Waste Bin Management Contract.

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5.10	Support provision of electric car charge points in partnership with industry	Environment	Facilitate the roll-out of an electric vehicle charging network across the Royal Borough to incentivise the take-up of electric cars and take advantage of new technology	Currently working with Charge master over the installation of a rapid-charge unit at one or more of our multi-storey car parks.	05-May-12	Environment	Cllr Bicknell	Gordon Oliver (Mark Green)	RBWM identified by Chargemaster as a preferred location for their public charging network, which is third party funded. Potential sites identified within Hines Meadow, Stafferton Way and Victoria Street.
5.11	Enforce eco-friendly planning standards for new buildings in the Borough	Environment	New Planning Policy Framework includes provision for this.	Building Controls have licensed BRE Environmental Assessment Method (BREEAM) and Code for Sustainable Homes assessors - to provide advisory support to meet SPD (Supplementary Planning Document) and B/Reg requirements. This is a potential area to develop further.	Ongoing	Planning & Development	Cllr Bateson	Tim Slaney	Supplementary Planning Document being implemented raising standards through planning applications. Lovejoy Lane scheme successfully developed - Code for Sustainable Homes level 5 and 6.
6.1	Support development of extra care housing to provide solutions for residents with adult social care needs	Adult Services	An extra care and supported housing scheme at Ray Mill Road East, Maidenhead explored with partners and an outline business case prepared. Windsor supported accommodation scheme progressed.	Agree outline business case 2.9.11 to then be included in Cabinet report for October 2011.	31-Oct-11	Adult & Community Services	Cllr Dudley	Keith Skerman	Ageing Population SPD (Supplementary Planning Document) being implemented and specific reference to supporting extra care homes within and outside of towns. Extra care and supported accommodation shared equity models being explored with Housing Associations for trial later in 2011. Expansion of telecare/telehealth measures to owner/occupiers also being planned for new initiative in autumn 2011
6.2	Preserve respite and day care facilities	Adult Services	Respite and day care facilities preserved.	Cabinet Paper in October 2011.	31-Oct-11	Adult & Community Services	Cllr Dudley	Keith Skerman	Voluntary sector involvement in expanding access to social activities and support.
6.3	Improve IT use and capabilities for older residents	Adult Services	Work continued with voluntary organisations to improve access and support e.g. the Spencer Denny Centre, Windsor. Wider older peoples access addressed in October 2011 Cabinet paper.	Cabinet Paper in October 2011.	31-Oct-11	Adult & Community Services	Cllr Dudley	Keith Skerman	Boyn Grove Community Resource Centre ICT facilities open to public September 2011. Spencer Denny Centre facilities to open to the public in 2012.
6.4	Use new public health responsibilities to improve health outcomes for the borough	Adult Services	Improved public health.	Meeting of Health and Wellbeing Board in November 2011. NHS programme work with Public Health.	30-Apr-12	Adult & Community Services	Cllr Dudley	Keith Skerman	NHS programme manager in place from April 2011.
6.5	Fight for local health facilities to be maintained and enhanced across the borough, not cut, removed or centralised to other places	Adult Services	Sustained lobbying for local health care facilities to be maintained and enhanced e.g. Heatherwood, Charles Ward and St Marks.		TBA	Adult & Community Services	Cllr Dudley	Keith Skerman	Fighting to defend local facilities at Heatherwood, Charles Ward and St Marks generally
6.6	Support Ways Into Work in helping residents with learning difficulties to access employment opportunities	Adult Services	Ways into Work marketing campaign continued with local businesses. Bridge that Gap now open at Boyn Grove Community Resource Centre, Charitable and business foundation agreed sponsoring expansion of opportunities into training.	Bridge that Gap open at Boyn Grove Community Resource Centre. SDL Foundation donation to training project.	01-May-11	Adult & Community Services	Cllr Dudley	Keith Skerman	
6.7	Continue to support SMILE	Adult Services	SMILE funding continuing and liaison with Adult Services improved.	SMILE funding agreed for 11/12. Links to Boyn Grove Community Resource Centre made.	Ongoing	Adult & Community Services	Cllr Dudley	Keith Skerman	SMILE funding continuing and internal liaisons improved.

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7.1	Streamline the applications process for schools admissions	Education & Schools	A more efficient, user-friendly system will be in place in time for the September 2012 admissions process.	Review current system to identify deficiencies and put an action plan in place. New system installed for September 2012 entry.	06-Sep-11	Children's Services	Cllr Quick	Cliff Turner	Publication of new, shorter Admissions code expected in Autumn 2011.
7.2	Give as many schools choices for parents as possible across local schools	Education & Schools	Parents provided with the maximum number of choices of local schools ie 6 in the admissions process.		TBA	Children's Services	Cllr Quick	Cliff Turner	
7.3	Plan for and support vocational courses for the over 16s	Education & Schools	A broader range of vocational courses will be available to young people in the Borough from September 2012.		27-Oct-11	Children's Services	Cllr Quick	Cliff Turner	
7.4	Work with schools to improve their civic offer e.g. Adopt-A-Street	Education & Schools	All schools will improve their civic offering.	Collect and disseminate range of school activities and contributions to the Big Society.	01-Nov-11	Children's Services	Cllr Quick	Cliff Turner	Schools have been asked for information and will be followed up individually
7.5	Continue to offer a comprehensive safeguarding service	Education & Schools	The next Ofsted judgement will result in a satisfactory or better rating.	Develop action plan on 19th September following pre inspection exercise	19-Sep-11	Children's Services	Cllr Quick	Cliff Turner	
7.6	Support local applications for free schools where appropriate	Education & Schools	Positive support provided in relation to free school applications for the Borough.	Engage in discussions with potential providers.	Ongoing	Children's Services	Cllr Quick	Cliff Turner	Contact has been established with five potential providers one of whom is likely to submit a detailed proposal
7.7	Support redevelopment of the Holyport Manor site for Education purposes	Education & Schools	Redevelopment of the Holyport Manor site will be supported	Work with Environment Directorate to carry out formal expressions of interest process to elicit proposals from potential providers.	30-Sep-11	Children's Services	Cllr Quick	Cliff Turner	
8.1	Maintain and enhance our parks	Leisure & Libraries	New Goswells pathway and lighting completed. Improvements to signage, seating, steps and footpath surface along the green way. Lighting in Grenfell Park. New waterfall in Kidwells Park. Improved landscaping in Alexandra Gardens and Thames Promenade in preparation for the Sir Camm Memorial "Hurricane".		Ongoing	Adult & Community Services	Cllr Dudley	Kevin Mist	
8.2	Increase gym capacity at our leisure centres	Leisure & Libraries	Increased gym capacity provided.		TBA	Adult & Community Services	Cllr Dudley	Kevin Mist	Planning application for Windsor Leisure Centre submitted in Sept 2011.

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8.3	Extend and enhance the Borough's library offer, opening more library facilities and providing a greater range of services	Leisure & Libraries	Extended opening hours at Maidenhead, Windsor and Container Library. Refurbished and extended library at Smiths Lane Dedworth. New library at Boyn Grove, Maidenhead.	Further recruitment opportunities for volunteers explored. ITT for Dedworth works due for return & report to Cabinet. Consultation and options for appraisal for Boyn Grove due to be completed and a report provided to Cabinet in November.	Ongoing	Adult & Community Services	Cllr Dudley	Mark Taylor	Active volunteer recruitment underway. Liaison with Sunningdale Parish Volunteer Co-ordinator commenced, average weekly support risen from 25 to 30 hours per week. Container Library open 3 extra hours per week as of 1 August. Cross SELMS audio book loans introduced. Childminders and Children's Centre Library Collections Service delivery commenced.
8.4	Increase volunteering opportunities in the Guildhall Museum and Borough libraries and parks	Leisure & Libraries	Increased volunteer opportunities at libraries and museums. Increased membership of Park User Groups.	Libraries and museums volunteering training and delivery underway. Notification of result of HLF bid for second phase of the Guildhall Museum.	01-Jan-12	Adult & Community Services	Cllr Dudley	Mark Taylor	Over 65 volunteers are now registered and working with the Heritage Team to deliver the museum service. This equates to 238 hours of support per month. There is currently 40 active members of User Groups established for Home Park, Braywick Park, Windsor Riverside Parks, Clewer Memorial Park, Desborough Park, Grenfell Park, Oaken Grove and Kidwells Park.
8.5	More fountains for the Borough	Leisure & Libraries	Programme of works to reinvigorate or install new fountains across the Borough e.g. refurbishment of the Maudsley Memorial Fountain in Maidenhead and construction of new fountains in Ray Mill Island and the Goswells (£107,000 project approved).	Work commencing on the Goswells fountain in 2012.	30-Apr-12	Adult & Community Services	Cllr Dudley	Kevin Mist	Design out to consultation for fountain in the Goswells. ISS Waterers have contributed £40K following following the proposed approval of their contract extension at Cabinet in September.
8.6	Extend public sports events in our towns e.g. road races	Leisure & Libraries	Maidenhead Half Marathon held in September 2011. Cultural Champions to consider options and determine future events.	There were 1600 runners in the Maidenhead Half Marathon held in September 2011. Further meeting of Town Centre Managers & Cultural Champions in October 2011.	01-Oct-11	Adult & Community Services	Cllr Dudley	Kevin Mist	
8.7	Introduce a prep/homework service in our libraries for Borough children	Leisure & Libraries	Increased promotion of the existing library services support for homework completion. Pilot scheme in place in at least one library.	Promotion via schools of 'Drop-In' Homework Support at all libraries. Launch of Pilot Club in Maidenhead. Review volunteering opportunities and target specific volunteer recruitment at 7 other library locations during the autumn term.	01-Nov-11	Adult & Community Services	Cllr Dudley	Mark Taylor	Active recruitment of potential volunteers and discussions with colleagues in Children's Services underway. Survey of School Heads completed. Target market determined as upper primary age range.
8.8	Extend youth provision across the Borough	Leisure & Libraries	More sessions available at youth centres and increased work with other community organisations working in youth provision.		Completed	Children's Services	Cllr Quick	David Scott	Further additional sessions at youth centres being developed.
8.9	Fully support better access and business opportunities for the 2012 Olympics at Eton Dorney	Leisure & Libraries	Venue Transport Strategy and Local Area Traffic Management and Parking Strategy (LATMP) to be agreed with the Olympic Delivery Authority (ODA) / London Organising Committee of the Olympic and Paralympic Games (LOCOG).	Public engagement on Local Area Traffic Management Plan (LATMP).	31-Aug-12	Planning & Development	Cllr Dudley / Cllr Bicknell	David Oram (Gail Kenyon)	

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8.10	Maintain support for our Arts Centres	Leisure & Libraries	Funding continued for two arts venues operating in the Borough.	Receipt of Revised Business Plan with annual grant application from Norden Farm. Regular SLA monitoring meetings with Norden Farm and Firestation maintained.	01-Nov-11	Adult & Community Services	Cllr Dudley	Mark Taylor	Cultural Champion exploring opportunities to support NFCA who are developing a business plan to plug funding gap and mounted a media support campaign in partnership with the Maidenhead Advertiser. Joint ventures with Arts Centres and Libraries.
8.11	Develop new allotments	Leisure & Libraries	New allotment site in Maidenhead area and elsewhere where demand exists	Report to Cabinet July 2011. Diamond Standard Allotments now at planning stage. Investigation into the suitability of two further sites in Maidenhead underway. Planning application at Maidenhead DC Panel in September.	30-Nov-11	Adult & Community Services	Cllr Dudley	Kevin Mist	
8.12	Work with charities to promote "get fit and raise money" events on local open spaces	Leisure & Libraries	Additional events held in the public open spaces in the Borough.	Future events to be discussed with Parks User Groups at regular meetings. Discussed at October Cycle Forum	30-Sep-11	Adult & Community Services	Cllr Dudley	Kevin Mist	Maidenhead Half Marathon in September 2011.
9.1	Encourage businesses to allow employees to volunteer (CSR / civic service)	Big Society	Five businesses to join Adopt-a-Business scheme by March 2012. Five CSR (Corporate Social Responsibilities) projects by March 2012 WMVA Service Level Agreement.	This is key workstream of the Social Enterprise that the Development and Funding team are establishing. However a concerted attempt needs to be made to reach key businesses in the borough and a piece of work needs to take place to draw up an action plan/visit these businesses to make a case regarding CSR - volunteering opportunities. Meetings taking place with key businesses.	ongoing	Policy & Performance	Cllr Bateson	Andrew Elkington	Action plan developed, drawn up and commenced September 2011. Meeting with key businesses thereafter
9.2	Promote increased internships within the council and through local employers	Big Society	At least 10 placements to be made available per annum.	Report approved by Cabinet. Corporate scheme rolled out by September 2011, ongoing review of performance against targets to be undertaken.	Ongoing	Policy & Performance	Cllr Bateson / Cllr Burbage	Harjit Hunjan	
9.3	Extend Adopt-A-Street	Big Society	Membership of Adopt-A-Street increased to 150 by end of 2012/3.	Additional funding to expand the scheme allocated. A detailed action & marketing plan (approved by the Big Society Panel) has been developed to expand the scheme across the Borough into schools, businesses and community groups.	Ongoing	Policy & Performance	Cllr Bateson	Harjit Hunjan	Action Plan & marketing developed
9.4	Remove barriers for communities to take action for things that matter to them	Big Society	Remove red tape from processes so that communities are able to more easily act on things that matter to them eg grants applications	This will be identified on an on going basis through contact with local communities and particularly through any more open space type events that are organised.	Ongoing	Policy & Performance	Cllr Bateson	Andrew Elkington	Street parties to be made easy for jubilee

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9.5	Improve volunteering capabilities, volunteering websites and opportunities	Big Society	Increase the number of people volunteering in organisations to 1500 by March 2012 (from 1300). Council website launched by October 2011.	Action plan developed. Internal Lean review workshop completed (July 2011). Website being developed to be launched August 2011. Lean workshop with external partners planned for September 2011. Action plan developed with Members to engage with local employers to increase CRS volunteering within RBWM.	Ongoing	Policy & Performance	Cllr Bateson	Harjit Hunjan	
9.6	Give awards for the best kept street and community projects	Big Society	"Best kept street" and community projects are championed and promoted. Gardens In Bloom competition maintained and promoted.	It is suggested that this is aligned to the Volunteer of the Year award.	01-Jun-12	Policy & Performance	Cllr Bateson	Andrew Elkington	
9.7	Enable the Council's Big Society Panel to be given a budget to invest seed capital in social enterprises	Big Society	Grow social enterprises and Big Society activity.	The Big Society Grant launched. Big Society sub group panel formed - first meeting 15 September 2011 to approve applications received.	Ongoing	Policy & Performance	Cllr Bateson	Andrew Elkington	
9.8	Introduce an adopt-a-garden scheme for residents who may wish to access land for an allotment or otherwise to support elderly or busy residents	Big Society	Adopt-a-garden scheme promoted and number of gardens increased.	Paper to Cabinet in July. Scheme promoted thereafter.	Autumn 2011	Adult & Community Services	Cllr Dudley	Kevin Mist	
9.9	Continue to promote the Big Society through open days, and seek to improve work across the Borough's boundaries	Big Society	Big Society promoted through community events. Report presented to Big Society Panel on the future strategy for promoting Big Society Events.	Model to be developed regarding further open days with the Council running the event in association with other voluntary sector bodies. Report to be presented at September Big Society panel	01-Oct-11	Policy & Performance	Cllr Bateson	Andrew Elkington	
9.10	Maintain funding for voluntary sector	Big Society	Funding maintained and utilised. Neighbourhood Participatory Budgets.	A member decision to be applied through the Grants Panel. Also a key objective for the proposed Social Enterprise to maximise funding opportunities for the sector through grant funding applications. Cabinet has approved the Social Enterprise and a contract will be in place by 1st October	Ongoing	Policy & Performance	Cllr Bateson	Andrew Elkington	
9.11	Add transparency to all areas of council services including parking and traffic	Big Society	Additional transparency implemented including parking and traffic		TBA	Resources	Cllr Kellaway		
9.12	Bring in neighbourhood budgets through participatory budgeting	Big Society	By 31st March 2012, total of £40,000 to be distributed to local projects according to public vote, and additional £10,000 to have been awarded as matched-funding.	Neighbourhood Budgeting exercise launched on 6 June 2011 and to run until pot of £50,000 is used up.	01-Nov-11	Policy & Performance	Cllr Saunders/Kellaway	Andrew Elkington	
9.13	Deliver the "CareBank" initiative	Big Society	WRVS to develop CareBank into community-led social enterprise	Launch of CareBank Proof of Concept pilot.	01-Jan-12	Adult & Community Services	Cllr Dudley	Keith Skerman	

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9.14	Allow greater community use of under-used council facilities	Big Society	Enable greater use of council facilities by communities.	A programme is in place that is undertaking refurbishments of a number of the centres that will support extended use by the community. Old Windsor and Manor have already been completed. Charters site is in progress, plus other smaller scale improvements e.g. Climbing wall at Alma Road, new floor at Pinkneys Green. Some of these have been funded by RBWM some by the local management committees.	30-Sep-11	Adult & Community Services	Cllr Quick/ Cllr Dudley	Kevin Mist / David Scott	Key dates for the sites that have not already been completed (e.g. Old Windsor & Manor): * Charters site - completed by 16 September 2011 * Alma Road site - completed by 23 September 2011 * Pinkneys Green site - completed by 30 September 2011 Following the refurbishments the 'selling' of space within the centres is being progressed. There is increased opportunity for use from both a youth service and community basis at these centres.
10.1	Work tirelessly to deliver regeneration of Maidenhead Town Centre delivering quality shops for residents and visitors	Maidenhead	Visible promotion of the town as a destination for retailers and the wider development industry.	Organise promotional day and further events	05-Nov-11	Planning & Development	Cllr Kellaway	Tim Slaney	Marketing Maidenhead' initiative supported financially and through officer actions on public realm.
10.2	Review the roads system to improve access and footfall into the town centre	Maidenhead	Improved resident access to Maidenhead Town Centre.	Local Sustainable Transport Fund bid. Successful and acceptable Kings Triangle Development as the first one of the opportunity areas.	05-Feb-12	Planning & Development	Cllr Bateson	Tim Slaney	
10.3	Support more regular markets and extra events on the High Street	Maidenhead	Town Centre managers are working with Town Centre Partnerships to expand the schedule of events and markets and seek additional employer sponsorship. Town Centre business plan and event calendar in place	Produce events calendar.	Ongoing	Policy & Performance	Cllr Kellaway	Harjit Hunjan	Town Centre annual business plan & event calendar. Both Town Centre manages have an annual events calendar and have developed Christmas programme of events.
10.4	Improve and extend town centre parking, and bring in more free parking offers	Maidenhead	Pay on Exit, Pay by phone, more incentives.	Implement Pay on Exit in Nicholson's Multi Storey Car Park (MSCP).	30-Nov-11	Environment	Cllr Kellaway	David Perkins	Regeneration + report to Lead Member June/July 2011.
10.5	Keep the Town Hall and continue the work of the cross party Partnership for the Rejuvenation of Maidenhead (PRoM)	Maidenhead	Retention of Town Hall and continued importance of PRoM to market the town.	PRoM to progress with marketing strategy for town and oversee emerging major developments (e.g. Broadway Triangle).	05-Feb-12	Planning & Development	Cllr Kellaway	Tim Slaney	
10.6	Bring hanging baskets all year round to Maidenhead Town Centre	Maidenhead	Hanging baskets supported all year in Maidenhead.	A pilot scheme for winter hanging baskets is to be conducted in the winter of 2011/2012. Funding investigation to continue.	31-Oct-11	Adult & Community Services	Cllr Kellaway	Kevin Mist	Current contract ending, applying to go out to tender in 2011 for 2012.
10.7	Bring in Pay on Exit Parking at Nicholson's car park	Maidenhead	Scheme Implemented.	Pre contract stage, order and implementation.	30-Nov-11	Environment	Cllr Kellaway	David Perkins	Report to Lead Member June/July 2011.

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10.8	Put no traffic lights on Maidenhead's A4 roundabouts	Maidenhead	No traffic lights installed on A4 roundabouts.	Develop alternative strategy to meet Town Centre Regeneration traffic needs. Working with Badnells Pit development using S106 funds to bring forward any necessary improvements.	05-Aug-13	Environment / Planning & Development	Cllr Kellaway	Tim Slaney / Stephen Brown	Review of all Traffic Signals in Borough In hand – report to Cabinet Autumn 2011 – see above.
10.9	Keep on street parking free	Maidenhead	No charges for on street parking.	Completed.	Completed	Environment	Cllr Kellaway	David Perkins	Completed.
10.10	Continue to support the Maidenhead Waterways Restoration scheme	Maidenhead	Application considered by end of financial year. S106 Financial support as appropriate to Maidenhead Waterways Group (MWG).	Assist in pre-app ready for end of summer application. S106 Developer contributions continue to be collected to support MWG scheme £30k so far donated to the scheme from this method.	05-Aug-13	Planning & Development	Cllr Kellaway	Tim Slaney	The Waterways Planning Application is now registered and progressing through the Planning Development Control process.
11.1	Continue the fight to keep our 24/7 Fire service in Windsor	Windsor	24/7 fire service maintained	Negotiations with RBFRS (Royal Berkshire Fire and Rescue Service).	Autumn 2011	Policy & Performance	Cllr Burbage	Andrew Elkington	
11.2	Campaign to make Windsor Police station open to the public for a greater period of time	Windsor	Campaign for increased local access for residents.	Discuss with Thames Valley Police (TVP).	30-Nov-11	Environment	Cllr Quick / Cllr Bicknell	David Perkins	
11.3	Pilot the pedestrianisation of Lower Peascod Street	Windsor	Re-locate bus stop and open up area to encourage shoppers to visit whole of street.	Plans for relocation of Bus stop being developed for potential implementation during winter. Need to bring forward funds from 2013/4 capital programme. Potential loss of 6-10 residents parking spaces.	Ongoing	Environment	Cllr Quick / Cllr Bicknell	Stephen Brown	Develop feasibility + review with Lead member.
11.4	Pursue options to ensure that the night time economy is safe and does not harm residential amenity through any form of ASB or crime	Windsor	Smarter operational flexibility as permitted under the Police and Social Responsibility Act	Local/additional funding for Police / Community Wardens etc	Ongoing	Environment	Cllr Quick / Cllr Bicknell	David Perkins Terry Gould	Big Society (S Johnson) – Panel receives regular reports on this. Windsor night time amenity probs Temporary Stop Notice served on Clubs
11.5	Continue to support taxi marshalling scheme through key partners	Windsor	Safe and well run taxi facilities at all times.	Taxi Firms operating marshalling scheme.	Autumn 11	Environment	Cllr Quick / Cllr Bicknell	Paul Roach	
11.6	Fight against aggressive clamping operators across Windsor	Windsor	Private clamping banned in Freedom Act 2012.	Freedom Act 2012.	30-Nov-11	Environment	Cllr Quick / Cllr Bicknell	David Perkins	
11.7	Support the Windsor Legacy Bridge campaign	Windsor	Ease of access from west Windsor to Rowing and Thames Path national trail. (subject to funding)	Participatory Budget funding to be reported to Windsor Town Forum	Ongoing	Environment	Cllr Quick / Cllr Bicknell	David Oram	Participatory Budget.
11.8	Work to deliver new rowing facilities alongside the Thames	Windsor	New facilities work supported near Windsor Boys School		TBA	Environment	Cllr Quick	Kevin Smith	Planning permission granted for major new facilities at Windsor Boys School, next to the leisure centre.