



The Oakwood Centre, Headley Road, Woodley, Berkshire, RG5 4JZ
www.woodley.gov.uk

To: **Members of the Planning and Community Committee**
Councillors B. Soane (Chairman); K. Baker; D. Bragg; R. Horskins; L. Guttridge;
C. Jewell; V. Lewis; J. Sartorel; P. Singh; J. Taylor

NOTICE IS HEREBY GIVEN that a meeting of the Planning and Community Committee will be held at the Oakwood Centre at 7:45 pm on Tuesday 4 March 2025, at which your attendance is requested.

The Town Council reserves the right to record and broadcast this meeting. Anybody attending the meeting will, by virtue, consent to having their image and audio recorded for this purpose.

Kevin Murray
Town Clerk

A G E N D A

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on agenda items.
3. **MINUTES OF THE PLANNING AND COMMUNITY COMMITTEE MEETING HELD ON 4 FEBRUARY 2025**
To approve the minutes of the Planning and Community Committee meeting held on 4 February 2025 and for the Chairman to sign them as a true record.
(These minutes were provided in the Full Council agenda of 11 February 2025)
4. **ACTIONS / FOLLOW UPS**
To review the actions / follow ups arising from previous meetings of the committee. ***(Appendix 4)*** Page 5
5. **CURRENT PLANNING APPLICATIONS**
To consider current planning applications and agree comments to be forwarded to the planning authority. ***(Appendix 5)*** Page 7

6. **PLANNING DECISIONS**

To note information on decision notices received from the planning authority since the last meeting. (***Appendix 6***)

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7. **PRIOR APPROVAL SUBMISSION**

This type of application only requires consultation with adjoining neighbours of the site.

To note application 250318

Location: 96 Loddon Bridge Road, Woodley, Wokingham, RG5 4AN
Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4.00m, for which the maximum height would be 3.70m and the height of the eaves 2.40m.

To note application 250445

Location: 5 Keats Close, Woodley, Wokingham, RG5 3QF
Proposal: Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6.00m, for which the maximum height would be 4.00m and the height of the eaves 2.50m.

8. **TREE PRESERVATION ORDERS**

Applications for works to trees

This type of application does not require consultation.

To note application 250432:

Location: 16 Church Mews, Woodley, Wokingham RG5 4RJ.
Proposal: T1, Oak – Crown reduction by a maximum of 2.5m in height and spread, back to previous reduction points; crown lift to 3.5m above ground level.

To note application 250298

Location: TPO 387/1988: 4 Tiverton Close, Woodley, Wokingham, RG5 3BE.
Proposal: T2, Horse Chestnut – Re-pollard to previous pollard points.
T3, Horse Chestnut - Re-pollard to previous pollard points.

9. **PREMISES LICENCE**

To consider the following application for a variation of premises licence, received by Wokingham Borough Council:

Business: Bosco Lounge
Address: 55a – 55b Crockhamwell Road, Woodley, RG5 3JP
Details: To extend the licensable area to include the external trading area; to emend conditions listed under Annex 2 of the license; to allow for the provision of late night refreshment and regulated entertainment, namely recorded & live music between the hours of 2300 and 0200 on New Year's Eve.

- **Appendix 9a** – Existing premises licence
- **Appendix 9b** – Application to vary premises licence
- **Appendix 9c** – Proposed plans

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Comments are required to be submitted for this application by 20 March 2025.

10. **WOKINGHAM BOROUGH COUNCIL DRAFT COUNCIL PLAN**
To consider providing comments in response to Wokingham Borough Council's draft Council Plan 2025-2030. The associated press release, draft plan and survey questions are provided at **Appendix 10**. Page 29
11. **WOKINGHAM BOROUGH COUNCIL COMMUNITY GOVERNANCE REVIEW**
To consider providing a response in relation to Wokingham Borough Council's Community Governance Review. Details of this are provided at **Appendix 11**. Page 48
- Comments are required by 25 April 2025.
12. **BERKSHIRE LOCAL NATURE RECOVERY STRATEGY CONSULTATION**
To note the consultation being undertaken regarding the Berkshire Local Nature Recover Strategy, in relation to which information was circulated to all Town Councillors via email on 24 February 2025.
- Local Nature Recovery Strategies (LNRSs) are plans designed to help restore and enhance biodiversity and natural habitats. There are 48 LNRSs which cover the whole of England; these are required under the Environment Act 2021.
- The consultation deadline is 24 March 2025, with Councillors advised to respond to the consultation individually.
13. **WOODLEY TO READING ACTIVE TRAVEL ROUTE**
To note and consider providing comments with regards to the Individual Executive Member Decision (IEMD), due to be signed by the Executive Member for Active Travel, Transport and Highways on 19 March 2025, approving the final detailed design drawings and implementation of the Woodley to Reading Active Travel Scheme.
- The IEMD report, along with supporting documentation, is provided at **Appendix 13**. Page 51
- Comments are required by Friday 7 March 2025.
14. **ANTI SOCIAL BEHAVIOUR REPORT**
To note the report, provided by Wokingham Borough Council's Anti-Social Behaviour (ASB) team, regarding statutory ASB incidents in Woodley during the last quarter, provided at **Appendix 14**. This report does not cover criminal ASB incidents, which are managed by the Police. Page 121
15. **TRANSPORTATION & HIGHWAYS**
- a) **Community Speedwatch**
To receive an update on the Council's Community Speedwatch activities.
- b) **Highways Issues**
To highlight and discuss any highways issues noted by Members.
16. **COMMUNITY ISSUES**
To highlight and discuss any recent community issues noted by Members.

17. **PUBLICATIONS/INFORMATION**

To note receipt of the following:

- Promise Inclusion – January & February 2025
- Me2 Club – January 2025

18. **FUTURE AGENDA ITEMS**

To consider suggestions for future agenda items.

19. **PUBLICITY/WEBSITE**

To consider suggestions for items to be publicised.

20. **ENFORCEMENT ISSUES**

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a) To note the enforcement notifications listed in ***Appendix 20a.***

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b) To note the enforcement case closures listed in ***Appendix 20b.***

21. **EXCLUSION OF PUBLIC AND PRESS**

To resolve that in line with Standing Order 12.2, in view of the confidential nature of the business about to be transacted in relation to the awarding of Community Heroes Awards, it is advisable in the public interest that the public and press are temporarily excluded and they are asked to withdraw for item 22 on the agenda.

22. **COMMUNITY HEROES AWARDS**

To consider the nominations received for the Community Heroes Awards.
(Confidential Appendix 22, enclosed for Committee Members only)

ACTIONS & FOLLOW UPS FROM PREVIOUS MEETINGS

Meeting Date:		14 November 2023	
Minute	Action	Progress Update	Last Updated
115	When Local Plan implemented, consider updating / evaluating benefit of Woodley Design Statement.	Awaiting approval of WBC's Local Plan – scheduled adoption date (if approved) is December 2025.	19/08/24

Meeting Date:		30 January 2024	
Minute	Action	Progress Update	Last Updated
172	Members to consider potential locations for new Town Council noticeboards.	Project is with the Amenities team, awaiting available staff resource – locations will presented to future P&C Committee for consideration.	02/01/25

Meeting Date:		27 February 2024	
Minute	Action	Progress Update	Last Updated
188	Cycling & Walking working group to discuss school parking with WBC's My Journey team.	Cllr Taylor advised Members (4 Feb 2025) that the group does not have capacity to progress this at this time.	30/01/25

Meeting Date:		21 May 2024	
Minute	Action	Progress Update	Last Updated
11.3	Cllr Guttridge to provide Deputy Town Clerk with experience of issues with disabled parking bays in Headley Road Car Park – DTC to then write to WBC to advise them of these.	WBC have confirmed disabled bays meet national standard, but ramp to pavement does not; a new footway/ramp across the grass verge is required. WBC will do this alongside the installation of a new pedestrian crossing on Headley Road – due to take place between 12 – 30 May 2025.	30/01/25

Meeting Date:		12 December 2024	
Minute	Action	Progress Update	Last Updated
116	Contact management committee responsible for new noticeboard on Loddon Park estate, to request access / take over responsibility for the noticeboard.	Town Clerk advised Members (4 Feb 2024) that he has written to the management companies involved and is awaiting a response.	27/02/25
116	Councillor Taylor to review the Woodley Design Statement and identify key elements to be highlighted to Councillors, which can be taken into account when responding to planning applications.		

Meeting Date:		4 February 2025	
Minute	Action	Progress Update	Last Updated
147	Town Clerk to liaise with WBC regarding Headley Road closure and diversion route for buses.	COMPLETE Diversion route received and circulated to Members	27/02/25
155.3	Contact Earley TC highlighting concern regarding directing cyclists via Palmerstone Avenue on the Woodley to Reading Active Travel Route, suggesting Anderson Avenue as more appropriate and seeking to provide a joint response to Wokingham Borough Council is appropriate.	ETC committee meeting on 4 March to consider the route and potential for a joint response.	27/02/25

Once reported as complete, actions / follow ups will be removed from future reports.

Woodley Town Council

PLANNING APPLICATIONS

Application No. & Address	Proposal
250111 46 Fairwater Drive, Woodley, RG5 3JB	Householder application for the proposed erection of a single storey rear extension.
250114 38 Woodwaye, Woodley, RG5 3HB	Full application for a change of use from dwelling house (C3) to Children's Home (C2).
250141 91 Reading Road, Woodley, RG5 3AE	Householder application for the proposed erection of an annexe to rear for use ancillary to the main dwelling.
250183 Emmanuel Church Centre, South Lake Crescent, Woodley, RG5 3QW	Full application for the proposed change of use of land for the siting of 1 no. prefabricated cabin following removal of the existing 2 no. cabins, plus alterations to parking, access and landscaping and other associated works.
250194 57 Cartmel Drive, Woodley, RG5 3NG	Householder application for the proposed single storey rear extension and the erection of 1 no. sky light.
250228 10 Shepherds Hill, Woodley, RG6 1BB	Householder application for the proposed single storey front and rear extensions, including the erection of 2 no. roof lights and changes to fenestration.
250292 58 Malone Road, Woodley, RG5 3NJ	Householder application for the proposed two storey side extension with infill single storey rear extension. Followed by the conversion of the outbuilding/garage into habitable accommodation. Plus, the installation of roof lights and changes to fenestration.
250341 53 Church Road, Woodley, RG5 4QG	Householder application for the proposed erection of a single storey front extension including a new porch, plus changes to fenestration.
250375 86 Crockhamwell Road, Woodley, RG5 3JZ	Householder application for the proposed replacement of flat roof with pitched roof over garage and front porch (Retrospective).
250386 38c Silver Fox Crescent, Woodley, RG5 3JA	Application to vary condition 2 of planning consent 230861 for the proposed erection of 1 no. self-build four bedroom detached dwelling with detached garage and parking. Condition 2 refers to the approved details, and the variation is to enable the relocation of the porch and to connect the side and rear dormers, plus addition of a rooflight and changes to fenestration.
250447 45 Fosters Lane, Woodley, RG5 4HH	Householder application for the proposed erection of a single storey front extension to form porch, single storey side extension following demolition of existing canopy roof plus changes to fenestration.

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Woodley Town Council

PLANNING DECISIONS

WITHDRAWN – NO DETERMINATION MADE BY WOKINGHAM BOROUGH COUNCIL

Ref. / Address	Details
243176 108 Reading Road, Woodley, RG5 3AD	Householder application for the proposed erection of a single storey rear extension, plus erection of a replacement roof with 2 no. dormers to create first floor accommodation following removal of the existing roof and chimneys, creation of front and rear roof terraces, removal of the front bay window and changes to fenestration.

REFUSED – CONTRARY TO TOWN COUNCIL RECOMMENDATION

Ref. / Address	Details
NONE	

REFUSED – ENDORSING TOWN COUNCIL RECOMMENDATION

Ref. / Address	Details
NONE	

APPROVED – CONTRARY TO TOWN COUNCIL RECOMMENDATION

Ref. / Address	Details
NONE	

APPROVED – ENDORSING TOWN COUNCIL RECOMMENDATION

Ref. / Address	Details
243216 10 Gainsborough Close, Woodley, RG5 4HD	Householder application for the proposed erection of a single storey rear extension including a roof lantern, garage conversion to create habitable accommodation along with changes to fenestration following demolition of the existing conservatory.
243062 93 Haddon Drive, Woodley, RG5 4LY	Householder application for the proposed erection of a part single, part two storey rear/side extension.
243094 32 Rose Close, Woodley, RG5 4UR	Householder application for the proposed two storey side extension and ground floor front extension.
243122 325 Headley Road East, Woodley, RG5 4SE	Householder application for the proposed erection of a single storey rear extension, following demolition of existing conservatory.
243123 38 South Lake Crescent, Woodley, RG5 3QJ	Householder application for the proposed single storey side extension and part garage conversion to habitable accommodation, insertion of rooflight and changes to fenestration.
243153 97 Fairwater Drive, Woodley, RG5 3JQ	Householder application for the proposed front porch and two storey rear extension with change in fenestration.

APPROVED – ENDORSING TOWN COUNCIL RECOMMENDATION cont...	
250029 165 Butts Hill Road, Woodley, RG5 4NX	Householder application for the proposed single storey side and rear extensions following the demolition of the existing side porch and existing rear extension
250075 10 Master Close, Woodley, RG5 4UB	Householder application for the proposed conversion of the existing attached garage to habitable accommodation along with changes to fenestration.
250096 17 Godstow Close, Woodley, RG5 4LE	Householder application for the proposed single storey front extension along with changes to fenestration.
250134 6 Tennyson Road, Woodley, RG5 3RH	Householder application for the proposed erection of a single storey front, side and rear extension, plus changes to fenestration following demolition of existing conservatory.
250142 10 Bakers Place, Woodley, RG5 4AX	Householder application for the proposed detached garage conversion into habitable living accommodation.(RETROPECTIVE)

Licensing Act 2003

Premises Licence

PR0377



**WOKINGHAM
BOROUGH COUNCIL**

Enforcement & Safety Service
Wokingham Borough Council
Shute End
Wokingham
Berkshire
RG40 1BN

Part 1 - Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Bosco Lounge

55a-55b Crockhamwell Road, Woodley, RG5 3JP

WHERE THE LICENCE IS TIME LIMITED THE DATES

Start: 14 February 2013

End: Indefinite

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Supply of Alcohol

THE OPENING HOURS OF THE PREMISES:

Mon	09:00-23:30
Tue	09:00-23:30
Wed	09:00-23:30
Thu	09:00-23:30
Fri	09:00-23:30
Sat	09:00-23:30
Sun	09:00-23:30
Non-standard timings: New Years Eve 09:00 to 01:30 (following day)	

THE TIMES THE LICENCE AUTHORIZES THE CARRYING OUT OF LICENSABLE ACTIVITIES:

Supply of Alcohol	Mon	10:00-23:00
	Tue	10:00-23:00
	Wed	10:00-23:00
	Thu	10:00-23:00
	Fri	10:00-23:00
	Sat	10:00-23:00
	Sun	10:00-23:00
	The sale by retail of alcohol	
Non-standard timings: New Years Eve 10:00 to 01:30 (following day)		

WHERE THE LICENCE AUTHORIZES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND/OR OFF PREMISES

On Premises

Part 2

NAME, (REGISTERED) ADDRESS, TELEPHONE NUMBER AND EMAIL (WHERE RELEVANT) OF HOLDER OF PREMISES LICENCE

Loungers Limited, 26 Baldwin Street, Bristol, BS1 1SE

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

04595806

Licensing Act 2003 Premises Licence

PR0377

NAME, ADDRESS AND TELEPHONE NUMBER OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE
AUTHORISES THE SUPPLY OF ALCOHOL

Katarlyna Jarzebska, 11 Farrowdene Road, Reading, Berkshire, RG2 8SD

PERSONAL LICENCE NUMBER AND ISSUING AUTHORITY OF PERSONAL LICENCE HELD BY DESIGNATED PREMISES SUPERVISOR
WHERE THE PREMISES LICENCE AUTHORISES FOR THE SUPPLY OF ALCOHOL

Licence Number: LP7001723

Issued By: Reading Borough Council

Date of Issue: 15 March 2023



Signature of Authorised Officer

New Premises Application - 14/02/2013
Variation of DPS Application - 22/01/2014
Variation of DPS Application - 19/06/2014
Change of Registered Address - 15/01/2015
Variation of DPS Application - 24/01/2017
Change of Registered Address - 15/03/2023

ANNEXES

Annex 1 – Mandatory Conditions under the Licensing Act 2003

Mandatory Condition – Supply of Alcohol

- 1) that no supply of alcohol may be made under the premises licence
 - a) at any time when there is no designated premises supervisor in respect of the premises licence, or
 - b) at a time when the designated premises supervisor does not hold a personal licence, or his personal licence is suspended; and
- 2) that every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence

Mandatory Condition – Door Supervisors

- 1) Where a premises licence includes a condition that at specified times one or more individuals must be at the premises to carry out a security activity, the licence must include a condition that each such individual must be licensed by the Security Industry Authority.
- 2) But nothing in subsection (1) requires such a condition to be imposed-
 - a) in respect of premises within paragraph 8(3)(a) of Schedule 2 to the Private Security Industry Act 2001 (c.12) (premises with premises licences authorising plays or films), or
 - b) in respect of premises in relation to -
 - i. any occasion mentioned in paragraph 8(3)(b) or (c) of that Schedule (premises being used exclusively by club with club premises certificate, under a temporary event notice authorising plays or films or under a gaming licence), or
 - ii. any occasion within paragraph 8(3)(d) of that Schedule (occasions prescribed by regulations under the Act).
- 3) For the purposes of this section-
 - a) security activity means an activity to which paragraph 2(1)(a) of the Schedule applies, and
 - b) paragraph 8(5) of that Schedule (interpretation of references to an occasion) applies as it applies in relation to paragraph 8 of the Schedule.

Mandatory Condition: Exhibition of Films

- 1) Where a premises licence authorises the exhibition of films, the licence must include a condition requiring the admission of children to the exhibition of any film to be restricted in accordance with this section.
- 2) Where the film classification body is specified in the licence, unless subsection (3)(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
- 3) Where—
 - a) the film classification body is not specified in the licence, or
 - b) the relevant licensing authority has notified the holder of the licence that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by that licensing authority.
- 4) In this section—
“children” means persons aged under 18; and “film classification body” means the person or persons designated as the authority under section 4 of the Video Recordings Act 1984 (c. 39) (authority to determine suitability of video works for classification).

The Licensing Act 2003 (Mandatory Licensing Conditions) (Amendment) Order 2014 (in force 1 October 2014)

- 1) (1) The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
- 2) (2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of
- 3) alcohol for consumption on the premises –
 - a) games or other activities which require or encourage, or are designed to require or encourage, individuals to –
 - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
 - b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).

- 2) The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
- 3) (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either -
a) a holographic mark, or
b) an ultraviolet feature.
- 4) The responsible person must ensure that -
a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -
i. beer or cider: ½ pint;
ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
iii. still wine in a glass: 125 ml;
b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available."
- 5) (1) A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
(2) For the purposes of the condition set out in paragraph 1 -
a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979
b) "permitted price" is the price found by applying the formula -

$$P = D + (D \times V)$$

Where—

- (i) P is the permitted price,
(ii) D is the rate of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
(iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence—
(i) the holder of the premises licence,
(ii) the designated premises supervisor (if any) in respect of such a licence, or
(iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
- d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994
- (1) Where the permitted price given by Paragraph (b) of paragraph 2 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
- (4)
- 1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 2 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 – Conditions consistent with the operating schedule

a) General

1. Overcrowding shall not be permitted in any part of the premises.
2. The premises licence holder, or the person appointed to be in charge of the premises when licensable activity is taking place, shall provide or have the unhampered use of a telephone on the premises for use in an emergency.

b) The Prevention of Crime and Disorder

1. Management and staff shall be in attendance on the trading area at all times that alcohol is sold or supplied.

2. CCTV covering the main entrance shall be installed and maintained to the satisfaction of the Police and Local Authority.
3. Substantial meals shall be available from the premises kitchen at all times that alcohol is offered for sale on these premises.
4. The premises licence holder shall require the designated premises supervisor, or in his/her absence, another responsible person, to keep an 'incident/refusals' logbook in a bound book on which full details of all incidents are recorded. This shall include details of any refused sales and shall give details of all the persons involved, incident description, time and date, actions taken and final outcome of the situation. This shall be completed as soon as possible and in any case no later than the close of business on the day of the incident. The logbook is to be kept on the premises at all times and shall be produced to an authorised officer of the Local Authority or a constable when required.
5. There shall be no off sales of alcohol

c) Public Safety

1. Fire appliances, suitable to the fire risks on the premises, shall be provided to the satisfaction of the Licensing Authority and such equipment shall be maintained in proper working order and kept available for instant use. Such equipment shall be conspicuously placed and unobstructed at all times.
2. Portable fire extinguishers shall be examined at least once annually and tested by a competent person. A current and satisfactory certificate confirming categorically that the equipment has been inspected and is in good working order shall be available for inspection by officers of the Licensing Authority at all times.
3. Fire Log Book - The details of tests, examinations and fire drill instructions shall be kept in a fire log book. The logbook shall be made readily available for inspection by a member of the Fire Authority or the Licensing Authority when required.

d) Prevention of Public Nuisance

1. Background music shall not be played at a level that will cause unreasonable disturbance to the occupants of any properties in the vicinity.
2. Applicants shall co-operate with Police or Officers of the Local Authority in the implementation of any initiatives to combat crime, disorder, antisocial behaviour or nuisance in the vicinity.
3. The premises licence holder shall take appropriate measures to ensure that patrons leave the premises in a quiet and orderly fashion.
4. The premises licence holder shall ensure that adequate measures are in place to prevent the escape of odours from the premises. This includes odours from food preparation & refuse storage.
5. The premises licence holder shall ensure that adequate measures are in place to remove litter or waste arising from their customers & to prevent such litter from accumulating in the immediate vicinity of the premises.

e) Protection of Children from Harm

1. All staff to be trained in the prevention of under age sales to a level commensurate with their duties., All such training to be updated as necessary, for instance when legislation changes and should include training on how to deal with difficult customers. The training should be clearly documented, signed and dated by both the trainer and the member of staff receiving it. The documentation shall be available for inspection on request by an authorised officer of the Licensing Authority or a constable.
2. An approved proof of age scheme shall be adopted, implemented and advertised within the premises such as 'Challenge 25', whereby an accepted form of photographic identification shall be requested before any alcohol is sold to any person who appears to be under the age of 25. Acceptable proof of age shall include identification bearing the customer's photograph, date of birth and integral holographic mark or security measure. Suitable means of identification would include PASS approved proof of age card, photo-card driving licence and passport.

Annex 3 – Responsible Authority Conditions

None

Annex 4 - Conditions attached after a Hearing by the licensing authority

Not applicable

Annex 5 – Plans

Plans of premises attached

Licensing Act 2003

Premises Licence Summary

PR0377



**WOKINGHAM
BOROUGH COUNCIL**

Enforcement & Safety Service
Wokingham Borough Council
Shute End
Wokingham
Berkshire
RG40 1BN

Premises Details

POSTAL ADDRESS OF PREMISES, OR IF NONE, ORDNANCE SURVEY MAP REFERENCE OR DESCRIPTION

Bosco Lounge

55a-55b Crockhamwell Road, Woodley, RG5 3JP

WHERE THE LICENCE IS TIME LIMITED THE DATES

Start: 14 February 2013

End: Indefinite

LICENSABLE ACTIVITIES AUTHORISED BY THE LICENCE

Supply of Alcohol

THE OPENING HOURS OF THE PREMISES:

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Non-standard timings: New Years Eve 09:00 to 01:30 (following day)	

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Supply of Alcohol	Mon 10:00-23:00
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	Wed 10:00-23:00
	Thu 10:00-23:00
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	The sale by retail of alcohol
	Non-standard timings: New Years Eve 10:00 to 01:30 (following day)

WHERE THE LICENCE AUTHORISES SUPPLIES OF ALCOHOL WHETHER THESE ARE ON AND/OR OFF PREMISES

On Premises

NAME AND (REGISTERED) ADDRESS OF HOLDER OF PREMISES LICENCE

Loungers Limited, 26 Baldwin Street, Bristol, BS1 1SE

REGISTERED NUMBER OF HOLDER, FOR EXAMPLE COMPANY NUMBER, CHARITY NUMBER (WHERE APPLICABLE)

04595806

NAME OF DESIGNATED PREMISES SUPERVISOR WHERE THE PREMISES LICENCE AUTHORISES THE SUPPLY OF ALCOHOL

Katarlyna Jarzebska

We hereby certify this to be
a true copy of the original

Winckworth Sherwood

Winckworth Sherwood LLP
Minerva House
5 Montague Close
London SE1 9BB

Licensing Act 2003

Premises Licence Summary

PR0377

STATE WHETHER ACCESS TO THE PREMISES BY CHILDREN IS RESTRICTED OR PROHIBITED

Date of Issue: 15 March 2023

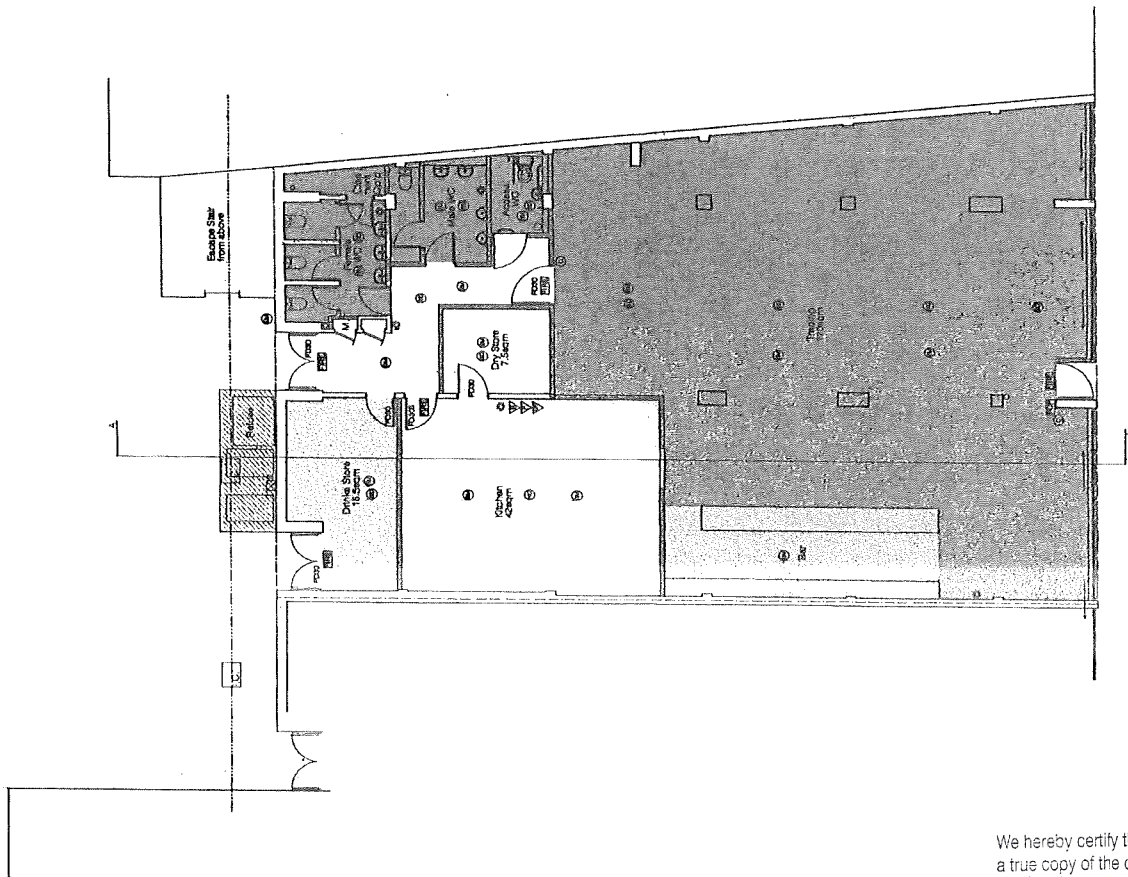


Signature of Authorised Officer

New Premises Application - 14/02/2013
Variation of DPS Application - 22/01/2014
Variation of DPS Application - 19/06/2014
Change of Registered Address - 15/01/2015
Variation of DPS Application - 24/01/2017
Change of Registered Address - 15/03/2023

We hereby certify this to be
a true copy of the original

Winckworth Sherwood
Winckworth Sherwood LLP
Minerva House
5 Montague Close
London SE1 9BB



GROUND FLOOR PLAN

We hereby certify this to be
a true copy of the original
Winckworth Sherwood
Winckworth Sherwood LLP
Minerva House
5 Montague Close
London SE1 9BB

LICENSING KEY:

	Fire Exit Sign		Fire Control Panel
	Alarm Sounder		Smoke Detector
	Break glass call point for fire alarm in accordance with BS5839		Heat Detector
	Emergency Lighting on trickle charge with 3 hour override all in accordance with BS5266		Fire door to provide min. 30 minutes fire protection
	Area for consumption of intoxicating liquor		Fire door to provide min. 30 minutes fire protection and where restricted smoke leakage at ambient temperatures is needed
	Area for storage of liquor/bar counter		Fire blanket 1m x 1m unless otherwise stated
	Toilet accommodation		6 litre fire foam extinguisher
	Kitchen and staff areas		10kg dry powder fire extinguisher
			Total extent of licensed premises

Revision	Date	Issue	Details
LICENSING APPLICATION RICHARD PEDLAR ARCHITECTS ARCHITECTURE • CONSULTATION • URBAN DESIGN			
4 Grove Road, Moulton, Northants, NN3 6LU Tel: 01535 555111 Email: info@richardpedlar.co.uk			
Project	Beacon Lounge, 55a-56a, Croydonhamwell Road, Woodley, Reading, RG5 3JP		
Client	Lounge Limited		
Type	Ground Floor Plan		
Drawing No.	LNG2794-04 (Licensing)		
Scale	1:100 @ A2	Date	JUN 2013
This drawing is not to be used for any other purpose without the written consent of Richard Pedlar Architects. It is the responsibility of the client to ensure that the drawing is used for the purpose for which it was prepared.			

Application to vary a premises licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

We Loungers UK Limited

(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number PR0377
--

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description			
Bosco Lounge 55a-55b Crockhamwell Road			
Post town	Woodley	Postcode	RG5 3JP

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£45,500

Part 2 – Applicant details

Daytime contact telephone number			
E-mail address (optional)			
Current postal address if different from premises address	26 Baldwin Street		
Post town	Bristol	Postcode	BS1 1SE

Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible?

☒ Yes

☐

No

If not, from what date do you want the variation to take effect?

DD	MM	YYYY

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) ☐ Yes ☒ No

Please describe briefly the nature of the proposed variation (Please see guidance note 2)

The premises is a food led café bar, located at 55a-55b Crockhamwell Road, Woodley, RG5 3JP.

The variation is to do the following:

1. To extend the licensable area to include the external trading area, as per the provided plan.
2. To remove the conditions listed under Annex 2.
3. To include in Annex 2 the conditions in Section M of the application.
4. To allow for the provision of late night refreshment between the hours of 2300 and 0200 on New Year's Eve.
5. To allow for the provision of regulated entertainment, namely recorded & live music between the hours of 2300 and 0200 on New Year's Eve.

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment (Please see guidance note 3) Please tick all that apply

- a) plays (if ticking yes, fill in box A) ☐
- b) films (if ticking yes, fill in box B) ☐
- c) indoor sporting events (if ticking yes, fill in box C) ☐
- d) boxing or wrestling entertainment (if ticking yes, fill in box D) ☐
- e) live music (if ticking yes, fill in box E) ☒
- f) recorded music (if ticking yes, fill in box F) ☒
- g) performances of dance (if ticking yes, fill in box G) ☐
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H) ☐

Provision of late night refreshment (if ticking yes, fill in box I) ☒

Supply of alcohol (if ticking yes, fill in box J) ☐

In all cases complete boxes K, L and M

I

Late night refreshment Standard days and timings (please read guidance note 8)			<u>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	☐
				Outdoors	☐
				Both	☒
Day	Start	Finish			
Mon			<u>Please give further details here</u> (please read guidance note 5) The provision will take place inside the premises but customers may leave the premises with items purchased.		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 6)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 7) New Year's Eve between 2300 and 0200.		
Sat					
Sun					

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			<u>State any seasonal variations</u> (please read guidance note 6)
Day	Start	Finish	
Mon	09:00	23:30	
Tue	09:00	23:30	<u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 7) New Year's Eve between 2300 and 0200.
Wed	09:00	23:30	
Thur	09:00	23:30	
Fri	09:00	23:30	
Sat	09:00	23:30	
Sun	09:00	23:30	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

The conditions listed under Annex 2.

Please tick as appropriate

- I have enclosed the premises licence ☒
- I have enclosed the relevant part of the premises licence ☐

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 11)

b) The prevention of crime and disorder

1. The premises shall install and maintain a comprehensive CCTV system as per the minimum requirements of the Police Licensing Team. All entry and exit points will be covered enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record whilst the premises is open for licensable activities and during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31 days with date and time stamping. Viewing of recordings shall be made available immediately upon the request of Police or authorised officer throughout the entire 31-day period.

2. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open. This staff member must be able to provide a Police or authorised council officer copies of recent CCTV images or data with the absolute minimum of delay when requested.

3. An incident log shall be kept at the premises and made available on request to an authorised officer of the Licensing Authority or the Police. It must be completed within 24 hours of the incident and will record the following:

- (a) all crimes reported to the venue
- (b) all ejections of patrons
- (c) any complaints received concerning crime and disorder
- (d) any incidents of disorder
- (e) all seizures of drugs or offensive weapons
- (f) any faults in the CCTV system, searching equipment or scanning equipment
- (g) any refusal of the sale of alcohol
- (h) any visit by a relevant authority or emergency service.

c) Public safety

Substantial food and non-intoxicating beverages, including drinking water, shall be available in all parts of the premises where alcohol is sold or supplied for consumption on the premises

d) The prevention of public nuisance

1. Patrons permitted to temporarily leave and then re-enter the premises, e.g. to smoke, shall not be permitted to take drinks or glass containers with them.
2. The premises shall only operate as a café bar. Waiter/waitress service will be available to patrons at all times.
3. The sale and supply of alcohol for consumption in the area designated for external trading on the licence plan shall be restricted to alcohol consumed at tables and chairs.
4. All outside tables and chairs shall be rendered unusable after 2300 each day.
5. No fumes, steam or odours shall be emitted from the licensed premises so as to cause a nuisance to any persons living or carrying on business in the area where the premises are situated.
6. A direct telephone number for the premises shall be publicly available at all times that the premises is open. This telephone number is to be made available to residents and businesses in the vicinity on request.
7. Notices shall be prominently displayed at all exits requesting patrons to respect the needs of local residents and businesses and leave the area quietly.

e) The protection of children from harm

1. The premises licence holder will ensure that an age verification policy will apply to the premises whereby all staff likely to be involved in the sale or supply of alcohol will be trained to ask any patron attempting to purchase alcohol, who appears to be under the age of 25 years (or older if the licence holder so elects) to produce, before being sold alcohol, identification being a passport or photocard driving licence bearing a holographic mark or other form or method of identification that complies with any mandatory condition that may apply to this licence.
2. A record shall be kept detailing all refused sales of alcohol. The record should include the date and time of the refused sale and the identity of the member of staff who refused the sale. The record shall be available for inspection at the premises by the police or an authorised officer of the Licensing Authority at all times whilst the premises are open.
3. There must be no adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.
4. All staff deployed in the serving of alcohol shall be trained on the correct procedures for age verification, the prevention of sales to those who appear intoxicated and for dealing with false identification documents.
Staff training will be carried out at regular intervals. Records will be retained on the premises for a 12-month period. Records shall be produced for inspection when requested to do so by an authorised officer.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee; or ☒
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy. ☐
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I understand that I must now advertise my application. ☒
- I have enclosed the premises licence or relevant part of it or explanation. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant's solicitor or other duly authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

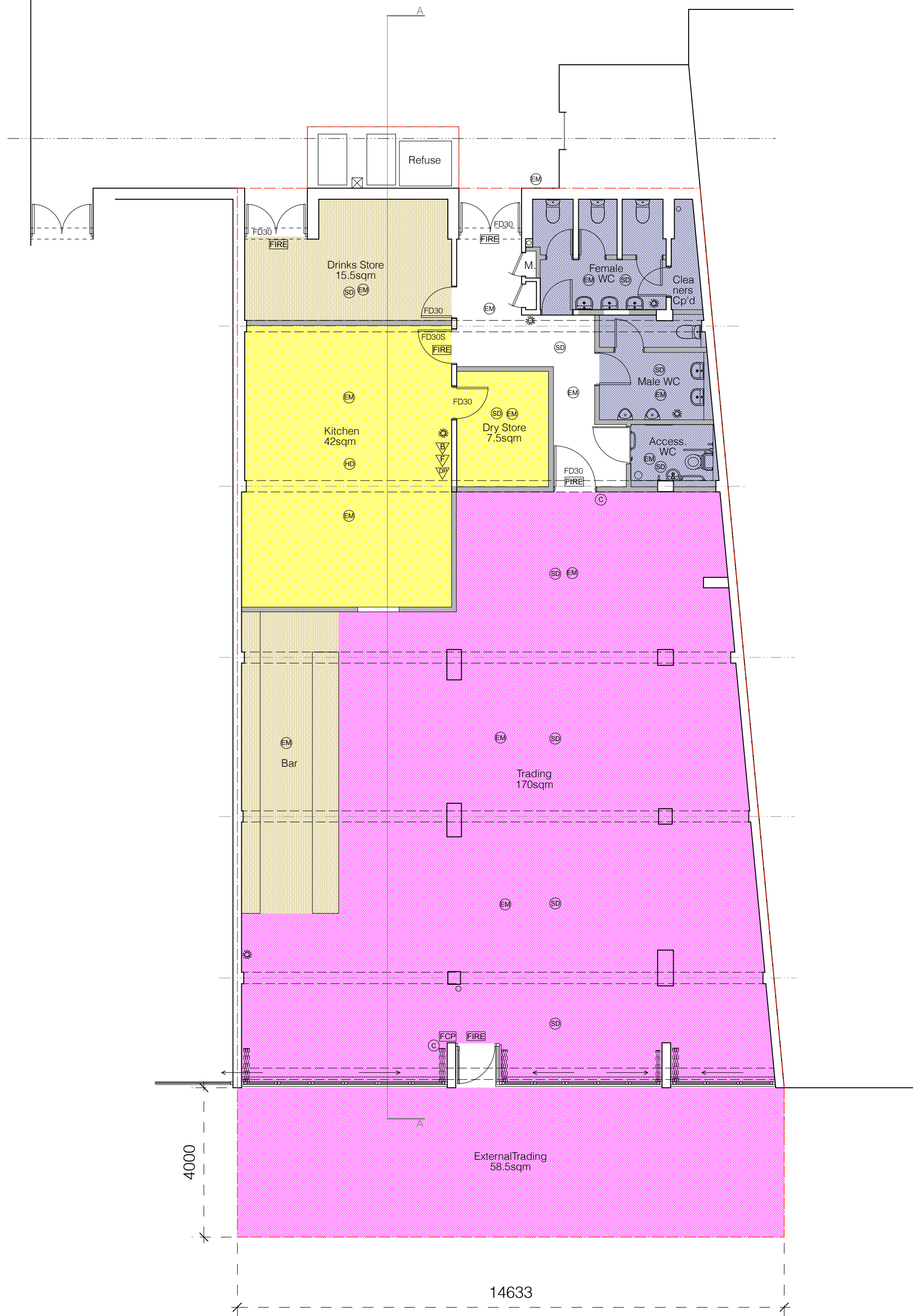
Signature	<i>Winckworth Sherwood LLP</i>
Date	20 th February 2025
Capacity	Agent

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant's solicitor or other authorised agent (please read guidance note 14). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)			
AGS/41074/58 Winckworth Sherwood LLP Arbor 255 Blackfriars Road			
Post town	London	Post code	SE1 9AX
Telephone number (if any)	0207 593 0250		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional) asanders@wslaw.co.uk			

The entire premises is to be licensed for the sale of alcohol and the provision of late night refreshment



LICENSING KEY:

FIRE	Illuminated Fire Exit Sign	FCP	Fire Control Panel
	Alarm Sounder	SD	Smoke Detector
C	Break glass call point for fire alarm in accordance with BS5839	HD	Heat Detector
EM	Emergency Lighting on trickle charge with 3 hour override all in accordance with BS5266	FD30	Fire door to provide min. 30 minutes fire protection
	Area for consumption of intoxicating liquor	FD30S	Fire door to provide min. of 30 minutes fire protection and where restricted smoke leakage at ambient temperatures is needed.
	Area for storage of liquor/bar counter		Fire blanket 1m x 1m unless otherwise stated
	Toilet accommodation		6 litre fire foam extinguisher
	Kitchen and staff areas		10kg dry powder fire extinguisher
			Total extent of licensed premises

B	31.07.20 DR	External area amended	
A	07.07.20 DR	External area added	
Revision	Date	Initials	Details

Purpose of Issue
LICENSING APPLICATION

RICHARD PEDLAR ARCHITECTS
ARCHITECTURE • CONSERVATION • URBAN DESIGN

4 Grove Road, Redland, Bristol, BS6 6LJ
Tel: 0117 9742612 • Fax: 0117 9737349
Web: www.rpca.co.uk • info@rpca.co.uk



Project	Bosco Lounge , 55a-55b Crockhamwell Road, Woodley, Reading, RG5 3JP
Client	Loungers Limited
Title	Ground Floor Plan

Drawing No. **LNG2784.06B (Licensing)**

Scale 1:100 @ A2 Date Jan 2013

Responsibility is not accepted for errors made by others in scaling from this drawing. All construction information to be taken from figured dimensions only.

Monday, February 24, 2025 at 12:55:58 Greenwich Mean Time

Subject: FW: Press release: Shaping the council's future services
Date: Wednesday 10 July 2024 at 10:36:04 British Summer Time
From: Town Clerk
To: Matthew Filmore

From: CEM <CEM@wokingham.gov.uk>
Date: Monday, 8 July 2024 at 09:18
To: CEM <CEM@wokingham.gov.uk>
Subject: Press release: Shaping the council's future services

SHAPING THE COUNCIL'S FUTURE SERVICES

Wokingham Borough Council is preparing its plan for how it will provide services in the years ahead - and needs to hear residents' views.

The Council Plan will set strategic priorities and objectives for the council over the coming years. It is a vital document that will guide how the authority provides essential services, infrastructure projects and community initiatives.

Once finalised, the plan will guide how the council provides its services in order to contribute to meeting the community's aspirations (which are being set out in the Community Vision 2035, which is being produced separately by community partners). At this stage, the council is looking for early input into the plan and will hold a formal consultation on it once a draft is produced.

Leader of the Council, Cllr Stephen Conway said: "The Council Plan will guide our day-to-day work and how we allocate resources and set priorities. The informal engagement survey is a chance for people to have an early say into what the plan looks like. They'll be a formal consultation later on, but we think it is important to give people a chance to be involved from the start."

Residents can contribute through an online [survey](#).

By actively engaging in the consultation process, residents can play an early role in shaping the Council Plan.

Cllr Conway added: "All the comments and feedback received will be factored in when we draft the Council Plan; that does not mean to say this is a referendum on what services we provide, a lot of what we do is statutory, and we have legal responsibilities we must meet. But their choices to be made and your input on those is important."

WOKINGHAM BOROUGH COUNCIL PLAN -

OUR JOURNEY TO 2030

SUPPORTING OUR COMMUNITY VISION FOR WOKINGHAM BOROUGH





Foreword

It is with great pride and optimism that we present Wokingham Borough Council's new Council Plan. This document is more than just a strategic outline; it is a testament to our commitment to fostering thriving communities that are vibrant, inclusive, and sustainable for all residents.

Over the past year, we have engaged with hundreds of residents, businesses, and stakeholders to understand their aspirations and concerns. This plan reflects those conversations and sets out a clear vision for the future of our borough. Our priorities are centred around enhancing the quality of life, being inclusive, and ensuring environmental sustainability.

We are dedicated to delivering high-quality services that meet the needs of our diverse population. From improving our infrastructure and public services to supporting local businesses and protecting our natural environment, every initiative in this plan is designed to build a better Wokingham for current and future generations.

As we embark on this journey, we invite you to join us in making Wokingham a place where everyone can thrive. Together, we can achieve our shared goals and create a community that we are all proud to call home.

Thank you for your continued support and engagement.

Stephen Conway, Leader of Wokingham Borough Council

Susan Parsonage, Chief Executive



Introduction

Creating a borough where everyone can thrive is at the heart of all we do.

Our Council Plan has been shaped by the Wokingham Communities Vision, created with the invaluable input from our communities, workforce, partners and elected members.

In line with the Communities Vision, we continue to develop community power, collaborating with our partners to amplify the voice of our residents.

Our plan outlines the Council's focus for the next five years and sets out our priorities, including how we measure progress and ensure we can successfully achieve our ambitions.

We have considered the changing needs of our communities, our current priorities and projects and the challenging economic and environmental conditions we face.





About Wokingham Borough

Our borough has changed significantly over recent years. At the latest census in 2021, there were 177,502 people living in Wokingham Borough.

That is 15% more people than in the previous census 10 years prior in 2011, resulting in an additional 23,100 residents who now call Wokingham home.

Wokingham has an aging population. The highest increase was in the number of people aged 65+ which has increased by 28.2% since 2011.

The makeup of our communities has changed, we are more diverse than ever before and welcome the richness these new communities bring and celebrate our diversity.



Wokingham is an attractive place to live and benefits from good rail and road links to London and the M4. It is home to Reading University and large international businesses as well as thriving small and medium enterprises.

Whilst many people in Wokingham borough are thriving, it is recognised that this is not the experience of everyone who calls Wokingham home.

Thriving communities need all the right building blocks, including good homes, education and jobs, and access to safe green spaces and transport. For some people in the borough, these building blocks are not securely in place, limiting their opportunity to thrive and leading to unfair and avoidable differences in their wellbeing.

With rising cost of living, including housing, coupled with a growing borough and the aftereffects of the COVID 19 Pandemic, this has resulted in more people requiring support.



About the Council

The majority of the money the council has to spend goes on our Adults and Children's Social Care services, these are statutory responsibilities, which include making sure everyone in our communities has the support, resources and opportunities to live "gloriously ordinary lives".

We also know the importance of understanding our diverse communities, working together, helping early and sharing challenges and opportunities to improve outcomes locally.

We have many different roles to play within and for our communities, sometimes needing to be the enabler of the conversation, understanding that better outcomes are often delivered when working together in partnership with others.





Mission

We will work with and for our communities, to ensure everyone has the opportunity to thrive; being able to start well, live well and age well in Wokingham Borough.

Our Ambition for 2030

To support the Wokingham Communities Vision 2035, our ambition over the next five years is to work towards a **Thriving Wokingham Borough**. The main themes of the plan are captured below, these are our areas of focus which will inform our annual delivery plan.

Fair - everyone in Wokingham Borough has equitable access to opportunities, support and leisure, regardless of their circumstances.

Green - the surroundings in Wokingham Borough are clean, sustainable and have plenty of green spaces for all to enjoy, contributing to a reduction in our carbon footprint.

Safe - everyone who lives, works and visits Wokingham Borough feels safe and is supported to live independently.

Connected - strong communities, enabled by affordable, accessible travel, a resilient economy, opportunities for people to connect with one another and digital services which bring people together.



How will we work?

1. We will safeguard our financial stability to ensure we use our resources to deliver the best value for money services.
2. We will continue to be there for those who need us the most, by helping early to provide better support and outcomes.
3. We will put people at the heart of all we do, following the principles in our Customer Experience Charter.
4. We will make decisions based on data, together with insight from engagement with others and by using our skills and experience to co-produce services.
5. We will deliver efficient, sustainable, innovative, digital enabled services.
6. We will work with partners to get the best outcomes for our residents using our Partnership Framework.
7. We will embody the council's values and demonstrate the council's behaviours every day.



Our Council Plan will have an annual delivery plan which we will share with our workforce, communities and partners that provides clarity on action, is measurable on outcomes and updates on progress.



Themes



Fair

What we have achieved

Since the last council plan was produced in 2020, Wokingham Borough Council has taken great strides towards making life fair for its residents. We are one of the only Boroughs to produce a dedicated Tackling Poverty Strategy. We have made significant improvements to inclusion through our Equality Plan and, by becoming involved in the Social Care Future movement and by adopting the Social Care Future vision, we have begun to rewrite our relationship with residents by sharing power with them as equals.

Having a Director of Public Health for Wokingham for the first time has also enabled us to focus on improving health outcomes locally for all and we have committed to better understanding and tackling the unfair and avoidable differences that exist in the borough through all our services and activities.

We have coproduced a new SEND and Inclusion Strategy to ensure we are continuing to support children and young people with additional needs and disabilities are well prepared for adulthood and independence and are visible and valued in our community.

Where we are now

Many new homes have been built in the borough over the last 5 years, however the cost of home ownership and private rent remains very high because Wokingham Borough is such a great place and people want to live here. We need to focus more on creating homes for those who are less able to afford them.

We also recognise that not everyone has the same opportunities to lead healthy lives, and we are working with partners to address this and make the borough more equal.

In line with national trends, the identification of special educational needs in Wokingham has continued to increase, with rapid growth in this area since 2019, resulting in higher numbers of Education, Health and Care Plans (EHCPs).

Where we are going

Priority 1

People have the chance to contribute to their community through improved inclusion and our commitment to equality and diversity.

Priority 2

People in hardship are supported to improve their circumstances, including support with debt, fair employment and good jobs.

Priority 3

Residents across the borough have access to a range of education, skills and services, and opportunities to live a healthy life, and wellbeing is promoted for all at all ages.

Priority 4

Everyone can live in a place they call home.





Themes



Green

What we have achieved

Through our Climate Emergency Action Plan (CEAP), 3184 solar panels have been installed across 301 dwellings as part of the Berkshire wide Solar Together scheme, 45,906 trees or hedgerows have been planted over 17 hectares since 2021 and 10% biodiversity net gain is now mandatory in all planning applications.

There was a 1,476 tCO2 e* reduction of council specific emissions in 2023-24 and the new Local Plan includes key Climate Emergency policies around minimum energy standards in future developments.



Where we are now

The CEAP identifies actions to reduce carbon dioxide emissions across 9 priority areas. Our residents have told us that protecting green spaces, planting more trees and better cycling and walking routes are important to them.

We are committed to action that are not only good for the health of the planet but also that of people and will help to address inequalities.



Where we are going

Priority 1

Everyone shares the benefits of improved biodiversity and safe, accessible green spaces .

Priority 2

People can enjoy clean and well-maintained streets and other public areas which foster a sense of civic pride for all.

Priority 3

Lowered emissions from transport, homes and businesses and improved recycling will help to tackle climate change, improving people's health and wellbeing.

Priority 4

Residents benefit from improved energy efficiency in their homes, making them warmer and healthier to live in and reducing bills.



Themes



Safe

What we have achieved

The council played a significant role in keeping residents as safe as possible during the COVID-19 pandemic in 2020-21, using local knowledge to disseminate information, identify surges and manage vaccination programmes, as well as helping communities to unite and provide support to one another. We have achieved White Ribbon accreditation due to our work on Violence Against Women and Girls. We have invested in tackling Anti-social behaviour by bringing the team back in-house and ASB remains relatively low.



Where we are now

Crime data show that Wokingham is statistically a very safe borough, however not everyone reports feeling safe in their communities. People have told us that feeling safe is important to them and we need to understand better what this means to our residents and what we can do to help them feel safe. Some of the areas mentioned have been anti-social behaviour, graffiti, wanting well maintained shopping centres and pavements, and more lighting.

Where we are going

Priority 1

Residents can expect to be protected from abuse, exploitation and neglect.

Priority 2

People feels safe in their communities, including those who are at greater risk of discrimination, anti-social behaviour or hate crime.

Priority 3

We have supportive communities and partnerships, where helping early is everyone's business.

Priority 4

Housing, streets and public areas are designed, built and maintained with people's safety at the forefront.





Themes



Connected

What we have achieved

Our previous plan has brought benefits like new walking and cycling routes and improvements to Wokingham town centre, including the interchange with improved bus access at the station.

To help support human connections, we have helped introduce a charity and community hub, piloted resident reception, our work to co-produce the Social Care Future vision with residents and the development of our communities vision has connected communities and grass roots organisations like never before.



Where we are now

We have developed a new Local Transport Plan, with a focus on healthier, green and safer travel. Our residents have told us that active and sustainable travel is important, with more frequent bus routes being a priority for them. What they also say is that the condition of the roads, affordable parking and levels of traffic matter too.

Our work on creating communities is truly cross-council and will bring further social and physical connections to all the communities in Wokingham.

Where we are going

Priority 1

We all live in communities where we feel we belong and have strong social connections.

Priority 2

Outcomes for residents are better because we work in partnership and shape services together, including through new technology.

Priority 3

We help our town centres and neighbourhoods to be thriving, accessible and welcoming, helping businesses to succeed.

Priority 4

People can get to where they need and want to through good transport links.



WOKINGHAM BOROUGH COUNCIL PLAN -

OUR JOURNEY TO 2030

SUPPORTING OUR COMMUNITY VISION FOR WOKINGHAM BOROUGH

TH4174

Word V9 30.01.25



Council Plan 2025-2030 - Formal Consultation of council plan 2025

Instructions

- Write as **clearly** as you can— these forms might be scanned
- Write your answers in the same language as this form

Are you responding as

- ☐ A Wokingham borough resident
- ☐ An elected borough councillor
- ☐ A representative from a town or parish council
- ☐ A representative of an organisation
- ☐ Completing the survey for someone else
- ☐ Other

Type your answer

If you are representing an organisation or individual, please tell us more, such as the name of the organisation (optional)

Are you happy for us to contact you about your answers? (optional)

- ☐ Yes
- ☐ No

To what extent do you agree with the Council Plan overall? (optional)

Please write a number between 1 (Strongly agree) and 5 (Strongly disagree) only

Do you have any other comments on the Council Plan overall? (optional)

To what extent do you agree with the council's mission statement overall?
(optional)

This is the mission statement for the Council Plan:

*"We will work with and for our communities, to ensure everyone has the opportunity to thrive;
being able to start well, live well and age well in Wokingham Borough."*

Do you have any other comments on the council's mission statement overall? (optional)

To what extent do you agree that this is a good theme for Wokingham Borough? (optional)

Please write a number between 1 (Strongly agree) and 5 (Strongly disagree) only

Do you have any other comments on this theme? (optional)

Priorities for Theme 1 (optional)

The following are the priorities we want to focus on for this theme:

Priority 1

People have the chance to contribute to their community through improved inclusion and our commitment to equality and diversity

People in hardship are supported to improve their circumstances, including support with debt, fair employment and good jobs

Residents across the borough have access to a range of education, skills and services, and opportunities to live a healthy life, and wellbeing is promoted for all at all ages

Everyone can live in a place they call home

To what extent do you agree that these are the right priorities for us to focus on?

Do you have any other comments on these priorities? (optional)

To what extent do you agree that this is a good theme for Wokingham Borough? (optional)

Please write a number between 1 (Strongly agree) and 5 (Strongly disagree) only

Do you have any other comments on this theme? (optional)

Priorities for Theme 2 (optional)

The following are the priorities we want to focus on for this theme:

Priority 1

Everyone shares the benefits of improved biodiversity and safe, accessible green spaces

Priority 2

People can enjoy clean and well-maintained streets and other public areas which foster a sense of civic pride for all

Priority 3

Lowered emissions from transport, homes and businesses and improved recycling will help to tackle climate change, improving people's health and wellbeing

Priority 4

Residents benefit from improved energy efficiency in their homes, making them warmer and healthier to live in and reducing bills

To what extent do you agree that these are the right priorities for us to focus on?

Do you have any other comments on these priorities? (optional)

To what extent do you agree that this is a good theme for Wokingham Borough? (optional)

Please write a number between 1 (Strongly agree) and 5 (Strongly disagree) only

Do you have any other comments on this theme? (optional)

Priorities for Theme 3 (optional)

The following are the priorities we want to focus on for this theme:

Priority 1

Residents can expect to be protected from abuse, exploitation and neglect

People feel safe in their communities, including those who are at greater risk of discrimination, anti-social behaviour or hate crime

Priority 2

We have supportive communities and partnerships, where helping early is everyone's business

Priority 3

Housing, streets and public areas are designed, built and maintained with people's safety at the forefront

To what extent do you agree that these are the right priorities for us to focus on?

Do you have any other comments on these priorities? (optional)

To what extent do you agree that this is a good theme for Wokingham Borough? (optional)

Please write a number between 1 (Strongly agree) and 5 (Strongly disagree) only

Do you have any other comments on this theme? (optional)

Priorities for Theme 4 (optional)

The following are the priorities we want to focus on for this theme:

Priority 1

We all live in communities where we feel we belong and have strong social connections

Priority 2

Outcomes for residents are better because we work in partnership and shape services together, including through new technology

Priority 3

We help our town centres and neighbourhoods to be thriving, accessible and welcoming, helping businesses to succeed

Priority 4

People can get to where they need and want to through good transport links

To what extent do you agree that these are the right priorities for us to focus on?

Do you have any other comments on these priorities? (optional)

Please tell us about any other details you would like to add? (optional)

**Notice of a Community Governance Review
Parish Councils in Wokingham Borough Council Area**

Local Government and Public Involvement in Health Act 2007

Wokingham Borough Council is undertaking a Community Governance Review of all the towns and parishes within the area to enable the Council to consider if any changes are needed to the current arrangements.

The council is conducting the first stage of the Review process and is inviting residents and interested organisations to submit their views on existing arrangements, together with any proposals for change, from 31 January 2025 to 26 April 2025.

The council has published its Terms of Reference for the Review and a copy can be viewed and downloaded from the Council's website or obtained by contacting the Electoral Services team as shown below.

Should you wish to submit a written representation regarding this review please complete the online submission form which also allows you to upload any supporting papers. Alternatively, you can email communitygovernancereview@wokingham.gov.uk or post it to :

Community Governance Review
Electoral & Democratic Services
Shute End
PO Box 69
RG40 8EY

The dates for submissions for the first stage are from 31 January 2025 to 18 April 2025.

Dated: 31 January 2025

Terms of Reference

1. Introduction

What is a Community Governance Review?

A Community Governance Review is a review of the whole the council's area to consider one or more of the following:

- creating, merging, altering or abolishing parishes
- the naming of parishes and the style of new parishes
- the electoral arrangements for parishes (the ordinary year of election, council size (the number of councillors to be elected to council), and parish warding); and
- grouping parishes under a common parish council or de-grouping parishes
- other types of local arrangements, including parish meetings

A Community Governance Review is required to take into account:

- the impact of community governance arrangements on community cohesion; and
- the size, population and boundaries of a local community or parish

The council is required to ensure that community governance within the area under review will:

- be reflective of the identities and interests of the community in that area; and
- be effective and convenient

If the council is satisfied that the recommendation of a Community Governance Review would ensure that community governance within the area under review will reflect the identities and interests of the community in that area, and is effective and convenient, the council makes a Community Governance Order.

Why is the council carrying out this Community Governance Review?

The council is required to keep its area under review – every 10-15 years. The last CGR was in 2016 and a request from a Town Council for a Review, it was deemed appropriate to undertake a Review of the whole principal council area, rather than dealing with review requests piecemeal. A Community Governance Review offers an opportunity to put in place strong, clearly defined boundaries, tied to firm ground features, and remove the many anomalous parish boundaries that may exist.

Scope of the Review

The Review will consider any Community Governance Review requests received following publication of the Terms of Reference.

2. Consultation

How the council proposes to conduct consultations during the Review?

Before making any recommendations or publishing final proposals, the council must consult local government electors for the area under review and any other person or body (including a local authority) which appears to the council to have an interest in the review.

The council will therefore:

- publish a Notice and these Terms of Reference on the council's website and arrange for copies to be available for public inspection at Civic Offices, Shute End, Wokingham, RG40 2RL during normal office hours

- send a copy of the Notice and these Terms of Reference to all town and parish clerks
- seek to arrange for the notice to be published on parish council websites and notice boards;
- send a copy of the Notice and these Terms of Reference to all local Members of Parliament; and
- the Council will promote the consultation among electors using social media and press releases.

Before making any recommendations, the council will take account of any representations received. The council will publish its recommendations as soon as practicable and take such steps as it considers sufficient to ensure that persons who may be interested in the Community Governance Review are informed of the recommendations and the reasons behind them. Alongside the recommendations, the Council will publish the representations received

The council will notify each consultee and any other persons or bodies who have made written representations of the outcome of the Review.

3. Timetable for the Community Governance Review

The council must complete a Community Governance Review within twelve months from the day on which the council publishes the Terms of Reference. A Community Governance Review is concluded on the day on which the council publishes the recommendations made by the Community Governance Review.

Following a decision made at the Full council meeting on 23 January 2025, the timetable for timetable is shown below.

Stage	Date/Timeline	Timescale	Outline of Activity
One – Invite initial submissions	31 January 2025	12 Weeks	Initial submission invited
Two – Consider submissions	18 April – 2 July 2025 23 July 2025	14 weeks	Consider submissions and prepare report of draft recommendations Council approves draft recommendations
Three – Publish Draft Recommendations	24 July 2025 – 13 November 2025	16 weeks	Commence consultation on draft recommendations.
Four – Final Recommendations	13 November 2025 22 January 2026 Full Council	10 weeks	Consideration of further submissions and prepare final recommendations Council resolves to make a Reorganisation Order
Implementation	May 2026/May 2027 Elections		Effective date of any changes to parish/town boundaries and electoral arrangements

**INDIVIDUAL EXECUTIVE MEMBER DECISION
REFERENCE IMD:**

TITLE	Woodley to Reading Active Travel Scheme - final design
DECISION TO BE MADE BY	Executive Member for Active Travel, Transport and Highways - Martin Alder
DATE, MEETING ROOM and TIME	19 March 2025, LGF3, 11:00
WARD	Bulmershe & Coronation; South Lake; Maiden Erlegh & Whitegates
DIRECTOR / KEY OFFICER	Director, Place and Growth - Giorgio Framaliccio

PURPOSE OF REPORT (Inc Strategic Outcomes)

The purpose of this report is to detail the changes made to the Woodley to Reading Active Travel Scheme following the consultation in 2022. The scheme has been assessed by Active Travel England, the body responsible for funding the scheme, and they have agreed to the plan and are willing to continue to fund the project. The scheme will be Wokingham's first high quality Active Travel Route designed using the principles of LTN 1/20 – "Cycle Infrastructure Design" guidance and will deliver a substantial section of the borough's Local Cycling and Walking Infrastructure Plan (LCWIP). The route will contribute towards delivery of the Climate Emergency Action Plan and is in line with our vision for the borough to "keep the borough moving" and "enjoy a clean and green borough".

RECOMMENDATION

It is recommended that the Lead Member for Active Travel, Transport and Highways agrees:

- the final layout proposed in the drawings appended to this report
- that the scheme should proceed to implementation

SUMMARY OF REPORT

This report summarises the active travel route's history and the changes that have been made to the plan following its most recent consultation in 2022.

Wokingham Borough Council is aiming to improve the borough's routes to make walking, wheeling (which includes wheelchairs, walking aids, pushchairs and children's scooters) and cycling the natural choice for local journeys. This aligns with a number of the borough's strategic objectives including keeping the borough moving, enjoying a clean and green borough, and the actions within the Climate Emergency Action Plan and the emerging Local Transport Plan 4.

The route was selected from a choice of three options presented to the public in spring 2021 when funding for the borough from Active Travel Fund 2 (ATF2) was announced. Having gained IEMD approval to commence design on the Woodley to Reading Scheme the designers produced a proposal which included making part of Woodlands Avenue one-way. A second consultation was held and this led to a redesign. It was clear that the £576k awarded would not be sufficient to deliver the full scheme. When Active Travel England (ATE) gave boroughs the opportunity to bid for additional funding in ATF3, WBC was able to request a further £2.95M based on the plans that were available at that time. This funding is ringfenced for the Woodley to Reading scheme only and cannot be used on other schemes.

Having agreed that the one-way section proposed in the first outline designs should not go ahead, the design team met with ATE to develop a revised layout. Following this they produced a second proposal which went to consultation with the public in August 2022. There was generally a much more positive response to this revised scheme, however there remained some issues raised by stakeholders that we asked our design team to address prior to committing to delivery.

Since October 2022, a scheme that addresses comments from stakeholders and meets the requirements of the fund has been developed and, following costing exercises, further refined to ensure the costs are within the overall budget for the scheme.

Detailed design for the scheme has now been completed and the delivery team are ready to put the scheme to tender for contractors to provide prices. Based on the outcome of this tender, the borough intends to appoint a contractor in 2025 and begin works.

Background

Wokingham Borough Council is aiming to improve the borough's routes to make walking, wheeling (which includes wheelchairs, walking aids, pushchairs and children's scooters) and cycling the natural choice for local journeys. This aligns with the borough's strategic objectives including keeping the borough moving, enjoying a clean and green borough, and the actions within the Climate Emergency Action Plan and the emerging Local Transport Plan 4.

Increasing cycling and walking helps tackle some of society's most challenging issues – improving air quality, combating climate change, improving people's health and wellbeing, addressing inequality and tackling congestion on our roads. With the high cost of fuel, walking, wheeling and cycling are likely to become even more attractive options so we want to make sure we're providing facilities that are safe, comfortable and inclusive for everyone.

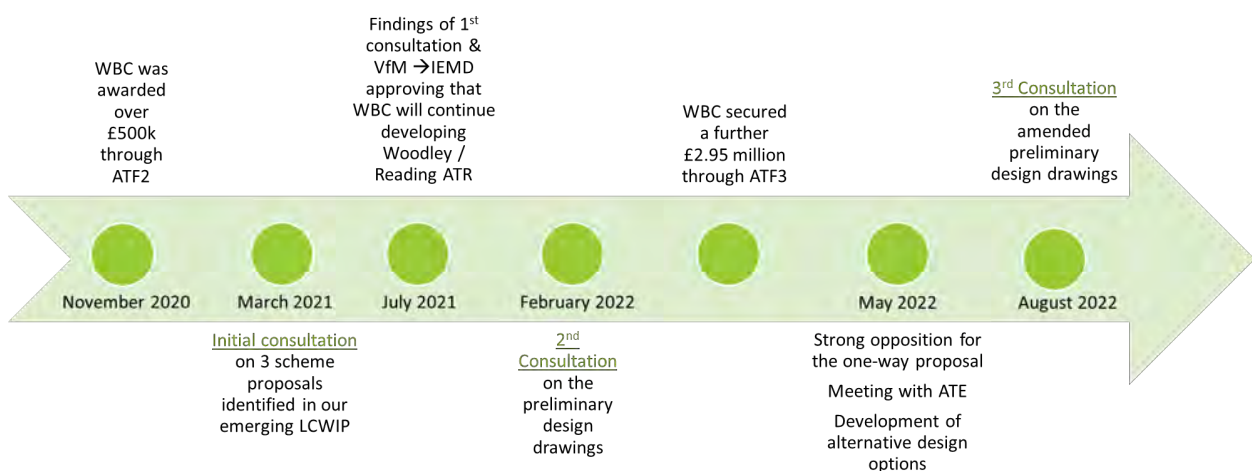
Woodley to Reading is one of the key routes which was identified in the borough's Local Cycling and Walking Infrastructure Plan (LCWIP). The LCWIP was at an early stage of development when the funding opportunity arose, and three separate schemes were identified to make use of the available money. Since this time, the borough's LCWIP has been consulted on and adopted by the Council, and this is our primary strategy for delivery of high-quality walking and cycle routes across the borough. The long-term aspiration is to deliver the entire network, however, there is a lot of work to do. The whole network will require substantial investment which we are mainly dependant on

developer and grant funding to deliver. Delivery of this first link in the network is key to demonstrating to the funding bodies (most notably ATE) that Wokingham is committed to delivering high quality infrastructure and the resulting performance of the route will be monitored closely to assess its success, enabling us to learn from this for future active travel schemes. ATE have a grading system for Local Authorities, and by continuing to have a good grade Wokingham is able to attract a higher level of funding from DfT.

Scheme Identification and Progress to date

The route was selected from a choice of three options presented to the public in spring 2021 when funding for the borough from Active Travel Fund 2 (ATF2) was announced. Having gained IEMD approval to commence design on the Woodley to Reading Scheme, the designers produced a proposal which included making part of Woodlands Avenue one-way. A second consultation was held and this led to the rejection of a one-way section and a redesign. It was clear that the £576k awarded would not be sufficient to deliver the full scheme. When Active Travel England (ATE) gave boroughs the opportunity to bid for additional funding in ATF3, WBC was able to request a further £2.95M based on the plans that were available at that time.

The scheme life to the end of the last consultation is summarised in the diagram below:



As set out above, this project has been consulted on with the public on three separate occasions.

There have been a number of delays to the project throughout its life, with the final design being changed iteratively to meet both the needs of our residents as well as those of the funding body because we must meet the terms and conditions of their grant.

Public Engagement

The three consultation exercises are summarised below.

First Public Engagement

The route was selected from a choice of three options presented to the public in spring 2021 when Active Travel Fund 2 (ATF2) was announced; ATF2 was an opportunity for boroughs to bid for funding to deliver active travel routes, made available by the Department for Transport (DfT). The public responses indicated that the Woodley to Reading route would be the most likely to get more people cycling. Based on the findings of the initial consultation and a Value for Money analysis, an [Individual Executive Member Decision](#) (IEMD) was made on 8 July 2021 approving continued development of the Woodley to Reading Active Travel Route.

Second Public Engagement

The design was developed with a brief to meet the latest recommended standards for cycling infrastructure, Local Transport Note 1/20 (LTN 1/20). LTN 1/20 cycling design guidance calls for high quality, often segregated, and continuous cycle facilities with priority for cyclists at key junctions. These standards are based on research which demonstrates what provision will lead to the more people choosing to walk, wheel and cycle as people feel safe and comfortable in their own space away from traffic whilst motor vehicles are able to pass pedestrians and cyclists unimpeded. Meeting these standards is a requirement of the ATE grant.

The existing width of the eastern section of Woodlands Avenue, combined with the design standard requirements whilst also considering the impact on cost, disruption and existing verges, led the designers to recommend the option of making a section of Woodlands Avenue one-way. In addition, as part of the proposal, there were two different routes considered for linking Woodlands Avenue/Church Road to Culver Lane, one of these was recommended by the local cycling group and although it is a longer route it is a quieter option. The design team felt that both options had merit and so, rather than select one, it was put to the public for their consideration as part of the consultation. The two options were (1) via Palmerstone Road and (2) via Anderson Avenue.

This second consultation ran from 24 January to 21 February 2022. 74% of the 1290 responses received were opposed or strongly opposed to the change of making Woodlands Avenue east one-way for vehicular traffic whilst 64% of 938 respondents expressed their preference for the route to link to Culver Lane via Palmerstone Road. Based on the outcome of the consultation, officers agreed that there would be further consideration of the designs and that discussions with key stakeholders would follow up before taking any new designs further.

A summary of the outcome of this consultation is in Table 1 below:

Question	Support	Oppose
A two-way stepped cycle track to segregate cyclists from vehicles and pedestrians along Woodlands Avenue, Church Road and Culver Lane	38%	52%
On-carriageway cycling on Anderson Avenue or Palmerstone Road due to low traffic flows and speeds	33%	36%

Speed limit reduction to 20mph along Woodlands Avenue, Palmerstone Road and Anderson Avenue	43%	42%
Converting Woodlands Avenue between Howth Drive and Lytham Road to a one-way (westbound) street for motor vehicles.	20%	74%
Localised widened passing places on the one-way section to facilitate passing of delivery/servicing vehicles	25%	58%
The upgrade of side road junctions to prioritise pedestrian and cyclist movements	37%	45%
The introduction of parallel crossings to prioritise pedestrian and cyclist movements	41%	39%
The introduction of bus stop bypasses where the cycle track is routed around the back of the bus stop providing cyclists with continuous segregation from motor traffic	44%	36%
Option 1 – Woodley town centre / Palmerstone Road	62%	
Option 2 – Woodley town centre / Anderson Avenue	38%	

Third Consultation

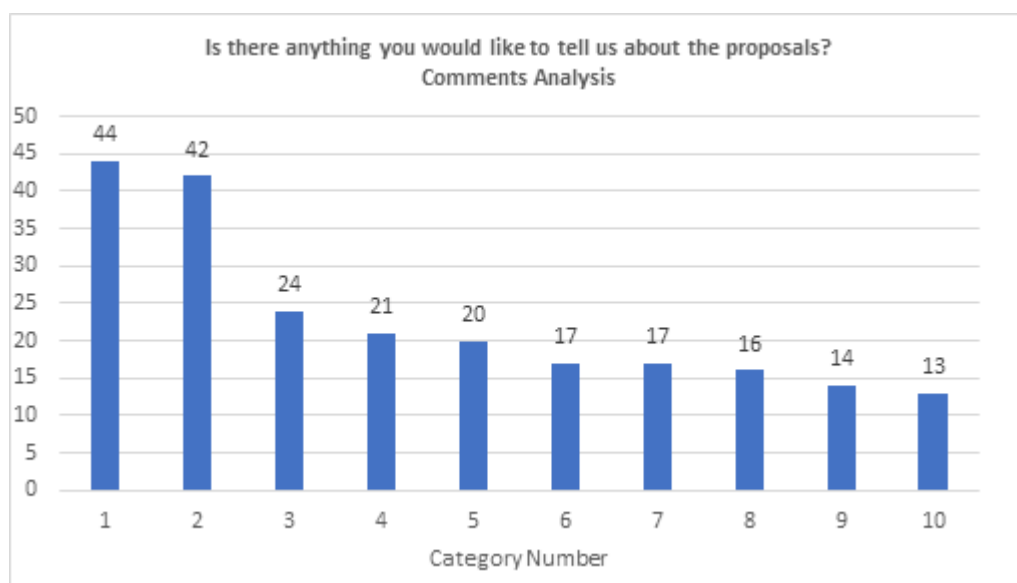
As part of developing a revised scheme, all local Ward Members and the two Town Councils covering the scheme as well as Woodley Cyclists and WATCH were invited to attend a meeting on 16 June 2022 and review an options report, with representation from each in attendance. The group agreed that Option 5 of the report “Refined Woodlands Avenue, maintaining 2-way traffic” should be presented to the public as the preferred option. The “Woodlands Avenue East Alternative designs” report can be downloaded from the consultation site (refer to phase 6 on the phases diagram on this page: [Woodley to Reading Active Travel Route \(wokingham.gov.uk\)](https://www.wokingham.gov.uk/woodley-to-reading-active-travel-route)).

The consultation for this design was completed from 11 July to 19 August 2022. This included a public meeting on 9 August arranged by Woodley Town Council to discuss the plans, attended by Paul Fishwick (Exec Member for Active Travel, Transport and Highways) and two officers representing the design and planning teams and the lead designer of the scheme. This highlighted that many were unhappy with the narrowing of the road and also that many people thought the existing shared path was adequate for current use.

The full consultation report is appended to this paper. It can be seen that 47% of the 256 respondents were dissatisfied with the proposal and, when looking at those who responded and stated that they live in Woodley, 54% were dissatisfied. Looking at the specific detail of areas where people agreed with different elements of the plans has enabled the team to respond to these areas and make improvements which will appease concerns and therefore address many of the issues which respondents raised in the consultation. The following recommendations were made in the consultation report to address many of people’s concerns:

- Given the positive view of the reduction in speed limit in the proposal it is proposed that the scheme should continue to include the reduction of the speed limit to 20mph.
- Regarding segregation, although there is some opposition (41%) as well as 10% neutral, the route needs to maintain segregation to meet with the requirements of the Active Travel Fund. The largest response is in favour of this change and so it should remain as part of the design.
- The scheme will continue to use Palmerstone Road rather than Anderson Avenue.
- Priority for pedestrians and cyclists at side road junctions should continue into the detailed design stage.
- The layout of the cycle track and footway around bus stops will require further consideration in the detailed design stage though it is useful to be aware that people generally support the concept of maintaining segregation between cyclists and pedestrians.
- New and improved crossing points will continue to form part of the design. The location and number will be reviewed as part of detailed design to ensure maximum usage as well as minimising the impact on traffic.
- The replacement of trees will continue to be part of the project. It should be noted that where possible we would prefer not to remove trees at all if it can be achieved whilst delivering the infrastructure.

Whilst these actions react to many responses to the set questions in the consultation; there were a number of free text responses which cover a number of different areas. The figure below highlights the main comments. It can be seen that there is general complaint that the scheme is a “Waste of money” and the money would be better spent elsewhere. Much of the negativity around the scheme was focused on Woodlands Avenue, partly due to the original one-way proposal which understandably caused consternation in the previous consultation. Alternative routes were suggested as well as some additional work requested in other areas of the borough. In total 181 of the 256 people responding chose to leave additional comments; these were categorised to enable a simpler analysis; 303 categorised points were identified from these responses with the highest number of these as follows:



1 Scheme design suggestion/query

- 2 Unnecessary/waste of money
- 3 Too narrow (road)
- 4 Realignment suggestion
- 5 Concern about rerouted vehicles/queuing
- 6 Trees
- 7 General negative
- 8 Request for more/joined up routes/extend scheme
- 9 General positive
- 10 Happy with existing shared sections

The actions already identified above address many of the issues raised in the responses which people wrote. The “Scheme design suggestion/query” included a number of ideas or questions regarding the design and these were fed back to the designers to consider whilst they updated the scheme design.

Final design proposal

Since October 2022, comments from stakeholders have been considered to help develop a scheme which addresses most stakeholders’ concerns. This has been a lengthy process as there have been a number of meetings and discussions back and forth between ATE and our designers to ensure that whilst we balance the needs of all road users, we also meet the requirements of the funding body to ensure that they are still able to fund the project. ATE are still a relatively new part of the Department for Transport, and as such they have been building a team to oversee the designs – availability of their staff has therefore been very low as similar schemes across the country have encountered similar issues and required advice and support from them.

Having identified a scheme that addresses comments from stakeholders, our designers have produced detailed designs and completed costing exercises which have meant a further redesign was required to ensure we remain within the overall budget for the scheme.

The final designs are included as Appendix 2 to this report. The key changes to the layout consulted on previously are highlighted in a simple format in Appendix 3. These include:

- Widening the carriageway along Woodlands Avenue to 5.5m along the section from Howth Drive to Crockhamwell Road.
- Retaining the existing laybys along the section of Woodlands Avenue which is adjacent to the park.
- Removing additional works from the existing shared path (this is to reduce cost to ensure the scheme remains affordable); it was highlighted by many respondents that this section was working well in its current guise and so, although this does not meet LTN 1/20, it is appropriate to leave it as it is until further funding becomes available in future.
- Shared use under the railway bridge to the Palmer Park entrance has also been amended, with westbound motor vehicles giving way to oncoming traffic under the bridge.

This final scheme addresses the majority of comments of the stakeholders and delivers a scheme that will still provide excellent quality facilities. We acknowledge that there will never be a scheme that everyone will support and, having consulted three times we feel that the presented scheme minimises the impact on motor vehicles whilst making conditions for walking, wheeling and cycling much more attractive, which will help these modes become an automatic choice for people in future.

Funding

It should be noted (as it was throughout the consultation) that the funding is ringfenced to Active Travel and specifically, this route. The only option other than completing the scheme is to return the funding to Active Travel England (including that already spent to date) and cancel the scheme. In response to concerns that the scheme is not value for money, we have submitted a business case to Active Travel England which they have assessed and approved. This takes into account the benefits to those who change their mode to cycling or walking in terms of physical and mental health as well the impact it has on improving air quality and reducing congestion. The scheme will benefit anyone who is able to walk or cycle if they choose to do so; it is a highly accessible form of transport as, compared to car travel, it is far cheaper so those who are unable to afford to drive will benefit greatly.

If funding was returned to ATE there is likely to be a downgrading of the borough's capability rating, which is currently 2. This capability rating is used in calculations for future grants, for instance recently Wokingham was awarded approximately double the amount of funding compared to our neighbours in Bracknell Forest and West Berkshire due to their rating being 1. DfT have indicated that future calculations for all "Integrated Transport Funding" (which is the grant provided to boroughs for delivery of their transport objectives) will include the capability rating and so it is important to us financially to maintain a high capability rating where possible.

Next Steps

Our delivery team are putting the scheme out to tender and, subject to this IEMD being approved, will be appointing a contractor to deliver the project later in 2025. The contractor will be asked to provide proposals which minimise the level disruption to residents; prioritising this over the speed of delivery so that residents' needs are put first throughout the delivery period.

In addition to the tender process, work will also be undertaken to put the necessary Traffic Regulations Orders (TROs) in place and agreements with Reading Borough are also required where works are undertaken on their land. These TROs will be advertised in 2025 ahead of any delivery of works.

The final programme will be agreed between the delivery team and the contractor, however, it is anticipated that the works would start at the Palmer Park end of the route and progress towards Woodley. The project can be broken into 4 phases and is likely to be delivered in the following order.

- 1 – Palmer Park to Culver Lane
- 2 – Palmerstone Road and Church Lane
- 3 – Woodlands Avenue (Crockhamwell Road to Howth Drive)

4 – Remaining section of Woodlands Avenue

Responses from Members and Parish and Town Councils

Respondent	Summary of Response

Other responses were received from officers in the council including from Highways, Economic Development and the Climate Emergency Teams.

FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

The Council faces unprecedented financial pressures as a result of; the longer term impact of the COVID-19 crisis, Brexit, the war in Ukraine and the general economic climate of rising prices and the increasing cost of debt. It is therefore imperative that Council resources are optimised and are focused on the vulnerable and on its highest priorities.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	£240,000	Yes	Capital
Next Financial Year (Year 2)	£1,450,000	Yes	Capital
Following Financial Year (Year 3)	£1,428,592	Yes	Capital

Other financial information relevant to the Recommendation/Decision

The scheme has been funded through grant funding from Active Travel England, the funds are already in the Council's accounts and the delivery will be managed to ensure that the total scheme cost does not exceed the available funding. The figures above are an estimated spend profile of the remaining grant money assuming that approximately half the scheme is delivered in 2025/26 and the remainder in 2026/27.

Cross-Council Implications (how does this decision impact on other Council services, including property and priorities?)

The projects helps deliver our Local Transport Plan, LCWIP and climate emergency priorities.

Public Sector Equality Duty

An outline EQIA for the scheme has been produced and no negative impacts have been identified.

SUMMARY OF CONSULTATION RESPONSES

Director – Resources and Assets	
Monitoring Officer	
Leader of the Council	

For Highways use only <i>If your item is not about a highways matter you do not need to complete the Town and Parish Council information or the Local Ward Member information</i>	
Town and Parish Councils	
Local Ward Members	
Reasons for considering the report in Part 2	
List of Background Papers	
Appendix 1: Summary of changes following consultation	
Appendix 2: Final design drawings	
Contact Robert Curtis	Service Highways and Transport
Telephone No Tel: 0118 974 6489	Email robert.curtis@wokingham.gov.uk

Woodley to Reading Active Travel Route

Summary of Design Changes

Woodlands Avenue East (Woodley town centre to Howth Drive)

1

A 2.3m cycle track is proposed along the northern side of Woodlands Avenue taking space from existing verges. The carriageway would be retained as a two-way 5.5m wide in response to your concerns over the previously proposed narrowing to 5m.

The verges and existing footway on the south side would be largely kept, except for a narrow section of verge between Woodway and Howth Drive.

2

An uncontrolled crossing would be provided on raised table following stakeholders' requests.

3

Proposals for "continuous footways" crossings at side road junctions which encourage drivers to give way to pedestrians would be kept, following your overall agreement to this change (60% of the consultation respondents agreed with this intervention).

4

The mini-roundabout on Howth Drive would become a T-junction with cycle track crossing. The lay-by parking opposite would be reduced to one vehicle space to facilitate any turning movements at the new junction layout while improving drainage in a more sustainable way. Replacement spaces are no longer considered at Port Close to minimise maintenance costs.

5

Subject to Reading Borough Council agreeing, we aim to plant on green space next to Howth Drive to make up for the loss of trees following your overall support to this proposal (76% of the consultation respondents agreed with the proposal to include new areas of planting and greenery).



Woodley to Reading Active Travel Route

Summary of Design Changes

Woodlands Avenue West (Howth Drive to Church Road)

6

Existing shared use path would be retained and if possible widened to 4m. This is based on your feedback that the present shared use provision is sufficient, whilst it was also proposed during a value engineering workshop with Active Travel England to reduce scheme cost and enable us to deliver the entire route.

7

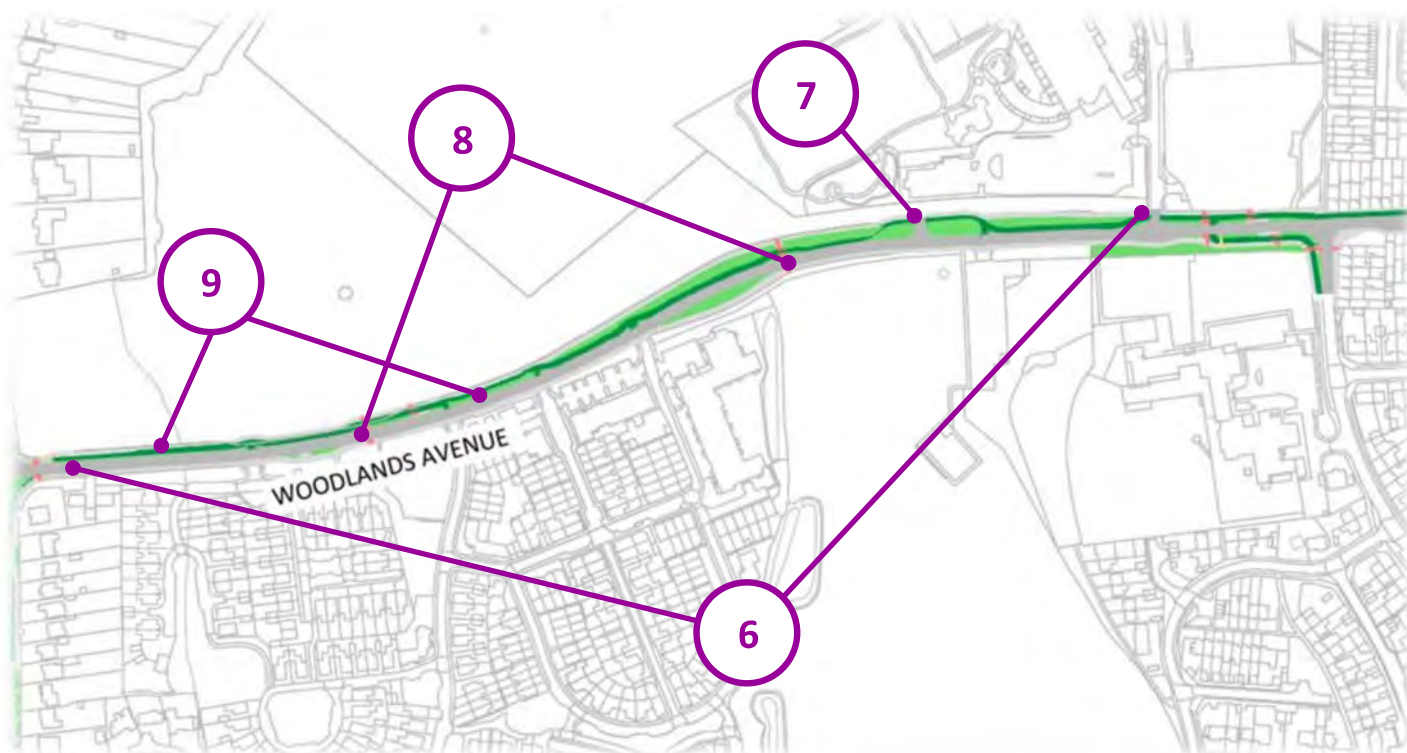
The Addington school entrance would be retained with priority provided to pedestrians and cyclists over the vehicular traffic.

8

Zebra crossings along Woodlands Avenue West would be provided on shallow raised tables to improve safety for pedestrians and cyclists and reinforce the proposed 20mph speed limit. 68% of the consultation respondents agreed with the proposal to create new and improved crossing points, while more crossing points was one of the ways you mentioned that it would help you to cycle or walk more in this area.

9

Existing lay-bys have been retained following stakeholders' concerns about the removal of parking spaces.



Woodley to Reading Active Travel Route

Summary of Design Changes

Church Road, Palmerstone Road and Culver Lane

10

The proposed cycle track stops at the Palmerstone Road junction and a continuous footway crossing at this location has been adjusted to tie into the existing layout.

11

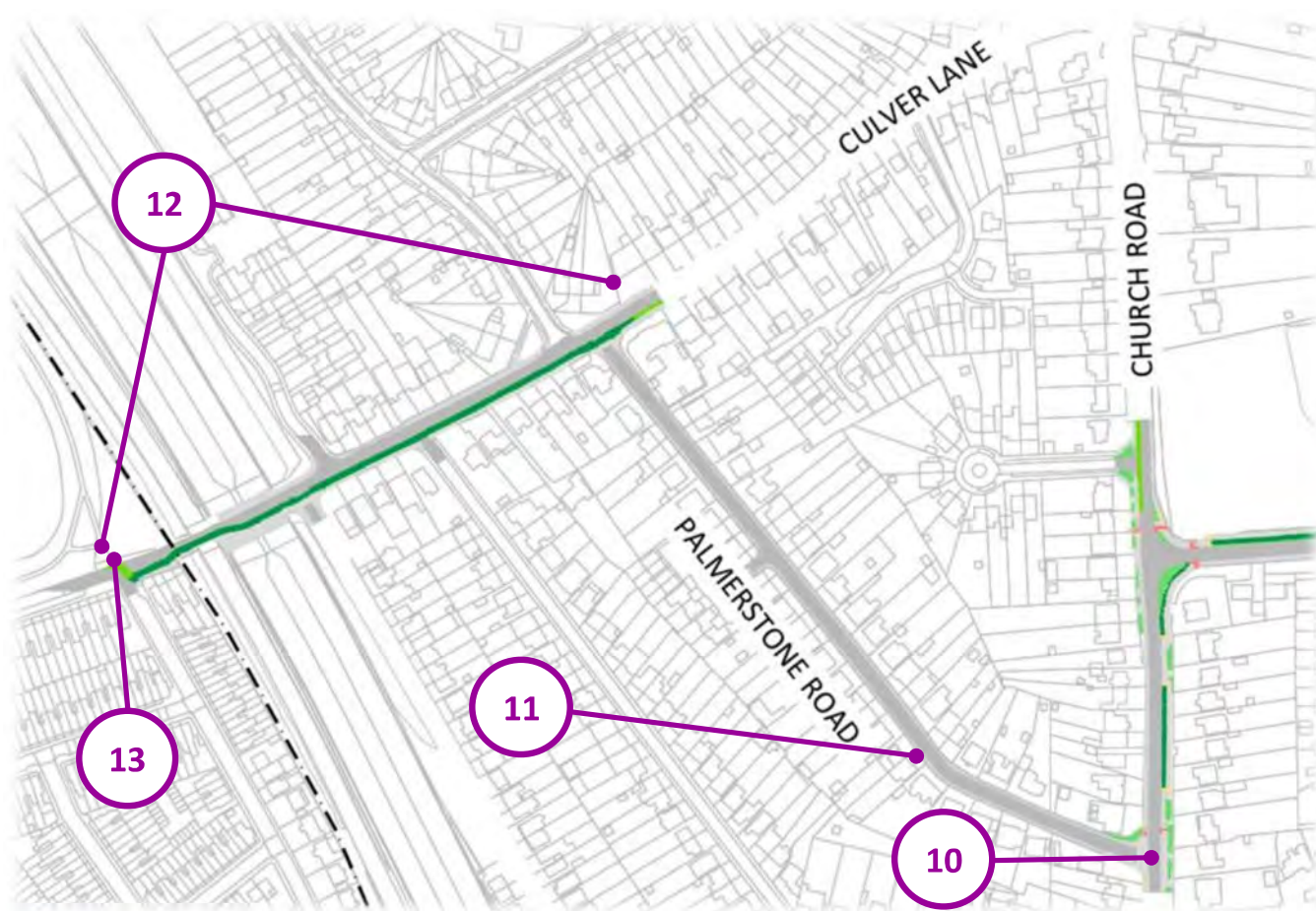
The speed limit on Palmerstone Road and Culver Lane would also be reduced to 20mph following your overall agreement to this proposed element, while all side road junctions on the south side of Culver Lane would be improved to give cyclists and pedestrians priority. 55% of the consultation respondents agreed with the proposal to reduce the speed limit along Woodlands Avenue, Palmerstone Road and Culver lane limit to 20mph.

12

Double yellow lines would be painted to restrict parking along Culver Lane.

13

Existing parking bays west of Culver Lane would be retained whilst a short section of shared use route is now proposed following stakeholders' requests. Due to the narrow road under the bridge a give way system to oncoming traffic has been proposed.



File name A:\PROJECTS 5000_5999\5700\05745 WOODLANDS AVENUE\3. TECHNICAL\3.1 DRAWINGS\CURRENT\DETAILED DESIGN\05745-PJA-HGN-WSW-DR-CH-0100.DWG, printed on 08/10/2024 12:25:02, by Athanasios Irodotou

General Notes

- 1. Do not scale this drawing.
- 2. All dimensions in metres unless stated otherwise.
- 3. This drawing is to be read in conjunction with all other associated design drawings, details and specifications.
- 4. This drawing should be read in relation to the subject of the title, other information shown on this drawing is indicative only and reference should be made to the appropriate series drawing.
- 5. Any existing details which are shown on this drawing are for guidance only and are to be checked on site by the Contractor. Any variations are to be recorded and reported to the Engineer immediately.
- 6. Any discrepancies between drawings should be bought to the attention of the Engineer and clarification sought.
- 7. The design is based on topographical data from Wokingham Borough Council (TGL/1313/1)
- 8. GPR Utilities Survey data from Geotech Surveys LTD (ref: 2112s004 rev. 1 dated Dec 2021).
- 9. OS mapping is shown on the drawings for context of areas outside of the topographical survey.
- 10. Highway boundary information has been interpreted and re-produced onto the topographical survey from GIS Data supplied by Wokingham Borough Council.
- 11. All works to be carried out in accordance with Specification for Highway Works, British Standards and Wokingham Borough Council requirements.
- 12. The Contractor shall undertake appropriate on-site investigations to confirm the presence of underground utilities, including those that may not have been captured on the GPR survey, prior to commencing site clearance works.
- 13. All drainage shown is based on the topographical and GPR surveys, a specific drainage CCTV condition survey should be undertaken to confirm existing carrier drains and connections.
- 14. Any proposed protection, diversion and other mitigation measures to existing utilities are based on C3 and C4 enquiries with the Statutory Undertaker for each utility through the New Roads & Street Works Act 1991 (NRSWA) Diversionary process, and based on the design and site information available at the time of the enquiry.
- 15. It is the responsibility of the Contractor to execute the works at all times in strict accordance with the requirements of the Health and Safety at Work Act 1974, and the C.D.M. Regulations 2015. The Contractor will be deemed to have allowed for full compliance, including full liaison with the CDM Principal Designer, within his rates.
- 16. For lighting design details refer to drawing series: 18655A, 18655B & 18655C provided by MMA on Aug/Sept 2024
- 17. All traffic management arrangements to be carried out in accordance with Traffic Signs Manual Chapter 8.

General Arrangement Notes

- 1. Scheme design detail has been omitted for clarity, retaining key proposed kerb/channel and edging lines for context.
- 2. All roads within the scheme extent are to be 30mph, with the exception of Woodlands Avenue from its Junction with Church Road to its Junction with Crockhamwell Road, which is proposed to be subject to 20mph speed limit.
- 3. Culver lane is subject to a separate 20mph zone project.
- 4. All visibility splays however have been based on achieving a visibility of 43m, based on 30mph speed limit as set out within Manual of Streets (MfS), until such time that the 20mph speed limits are confirmed.
- 5. Junction Approach visibility is based on achieving full visibility of the junction from a point 15m back along the side road to the equivalent tangent point where junctions are to be changed to a continuous footway design. This is based on the principles of DMRB CD123 para 3.2
- 6. Junction Visibility is based on 4.5m setback, or in constrained locations, a 2.4m set back and 43m sight stopping distance, based on MfS Table 7.1 for 30mph road, SSD adjusted for bonnet length.
- 7. Mini roundabout visibility has been based on DMRB CD116 5.25 applying a 9m set back on the assumption that no approaches will have a peak approach flow of 300 vehicles per hour, with the exception of Leisure Road.
- 8. Visibility to the right has been based on assumed 85th percentile approach speeds of 30mph where speed data is not available for the approaches (Refer to Table 5.21). A 3 second gap time has been applied to Church Road and Fairwater Avenue Roundabouts, and a 2 second gap time applied to Leisure Drive Roundabout.
- 9. Approach visibility to give way line has been reviewed in accordance with Table 5.23 but omitted on the drawings for clarity.
- 10. Carriageway widths on bus routes are proposed at 6.2m wide as they fall well within the 4.8m to 8.8m width recommendation from MfS.
- 11. Where existing widths are less than those specified above, the design ensures that the existing widths are maintained and not further reduced.
- 12. Where widths in accordance with notes 10 & 11 are not achievable, these areas have been highlighted as a departure from standard.
- 13. Geometry details are proposed as per below:
 - 13.1. Carriageway widths:
 - 13.1.1. 5.5m kerb to kerb on Woodlands Avenue and Culver Lane.
 - 13.1.2. 6.1m kerb to kerb on Church Road.
 - 13.2. Cycleway width has been based on LTN 1/20 design guide assuming peak hour flows falling below 300 cyclists, (as per table 5.2) proposed at:
 - 13.2.1. 2.3m on Woodlands Avenue, between Crockhamwell Road and Howth Drive
 - 13.2.2. 2.5m on the rest of Woodlands Avenue, Church Road Howth Drive and Culver Lane
- 14. Proposed Minor Road Junctions have been designed to accommodate the swept path of the design vehicle. Refer to 05745-PJA-HGN-WSW-DR-CH-0110 series for details.
- 15. Key dimensions and tangent markers have been provided on increments along the route.

Key

Highway Boundary provided by WBC aligned to OS mapping

Highway Boundary reproduced and aligned to topographical survey feature/boundary

Proposed Channel/Kerb Line

Proposed Edging

Proposed Dutch kerb

Proposed Blister Tactile Paving

Proposed Corduroy Tactile Paving - Footways

Proposed Cyclist Tactile Paving - Cycleways

Proposed Ramp to Raised Table

Proposed Sign/ Nameplate

Belisha Beacons

Visibility Approach 4.5m x 43m

Visibility Junction 15m set back

Visibility Cycleway 2.4m x 31m

Visibility Signal 43m

Visibility Pedestrian 1.5m x 43m

Proposed 2.0m wide Standard Pedestrian Guard Rail with Visibility Gap to BS 7818:1995 Broxap BX43 4207 or similar.

Proposed Surface Water Carrier Drain

Proposed Gully Connection

Proposed Road Gully

Proposed Catchpit

Proposed Swale Underdrain

Proposed Rodding Eye

Proposed SuDS Overflow Gully

Existing Road Gully

Existing Surface Water Drain

Existing Surface Water Chamber

Proposed Swale

Proposed Tree

Proposed Lamp column refer to General Note 16

Existing Lamp column refer to General Note 16

Proposed flat top Glasdon Enviropol Bollard with reflective band painted black or similar.

CDM Note

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A02	27/09/24	FOR APPROVAL	TI	ST	SG
A01	19/07/24	FOR APPROVAL	TI	ST	SG
P01	10/06/24	DRAFT ISSUE	TI	ST	SG
Rev	Date	Revision Note	Drw	Chk	App

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Client

Wokingham Borough Council

Project

WBC Active Travel Fund
Woodley/Reading Active Travel Route

Title

General Arrangement
Notes & Key

Drawing Issue Status

For Approval

PJA Ref

05745

Scale @ A3

NTS

Date

10/06/2024

Drawing No.

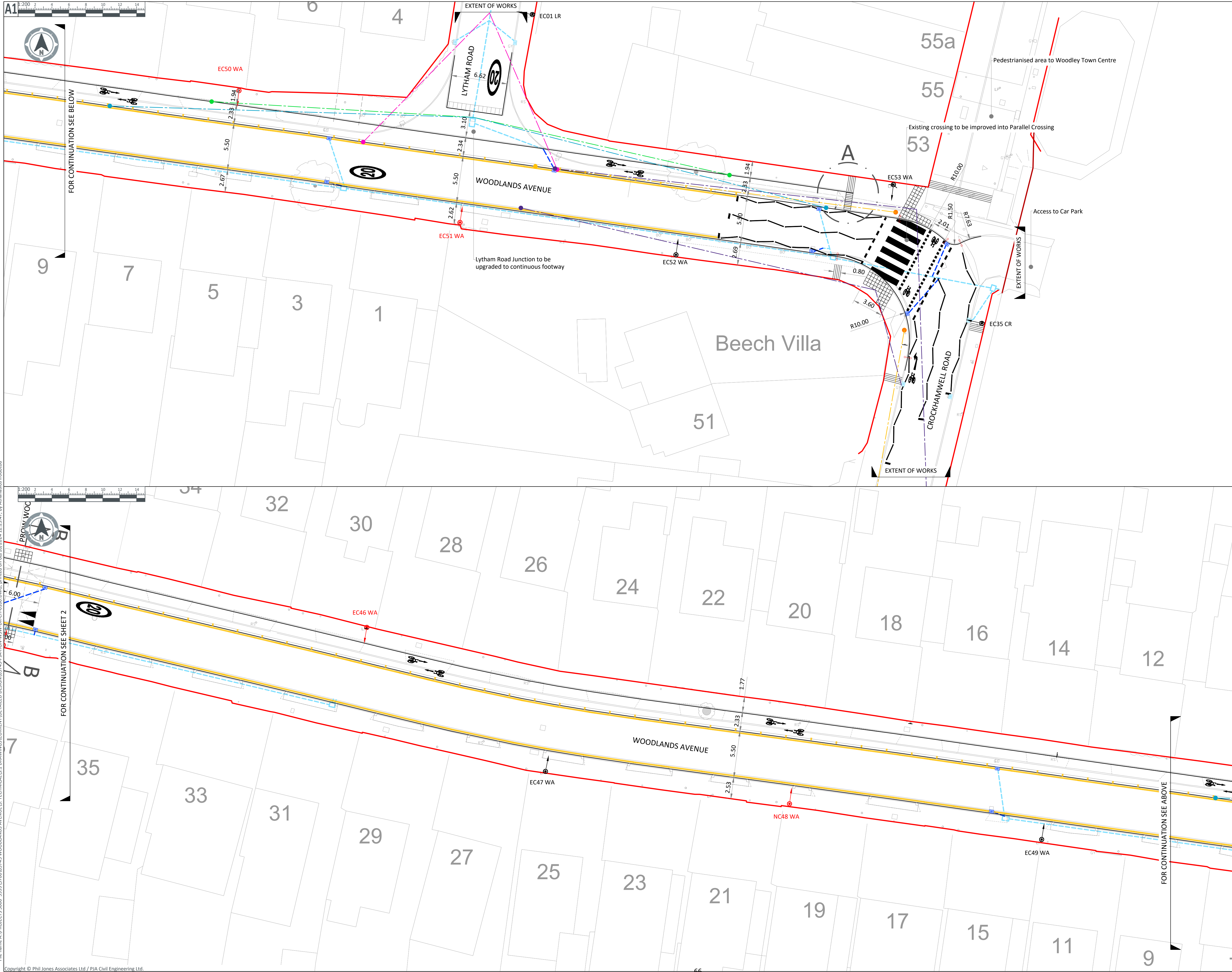
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Revision

A03

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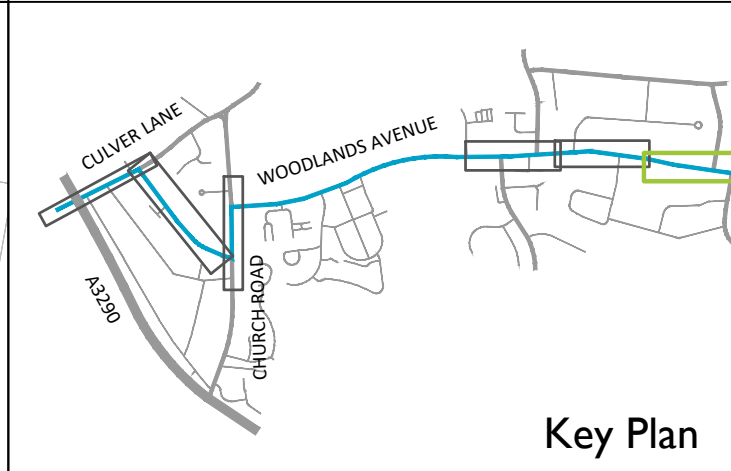
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Client
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Project
WBC Active Travel Fund
Woodley/Reading Active Travel Route

Title
General Arrangement
Sheet 1

Drawing Issue Status
For Approval

PJA Ref
05745

Scale @ A1
1:200

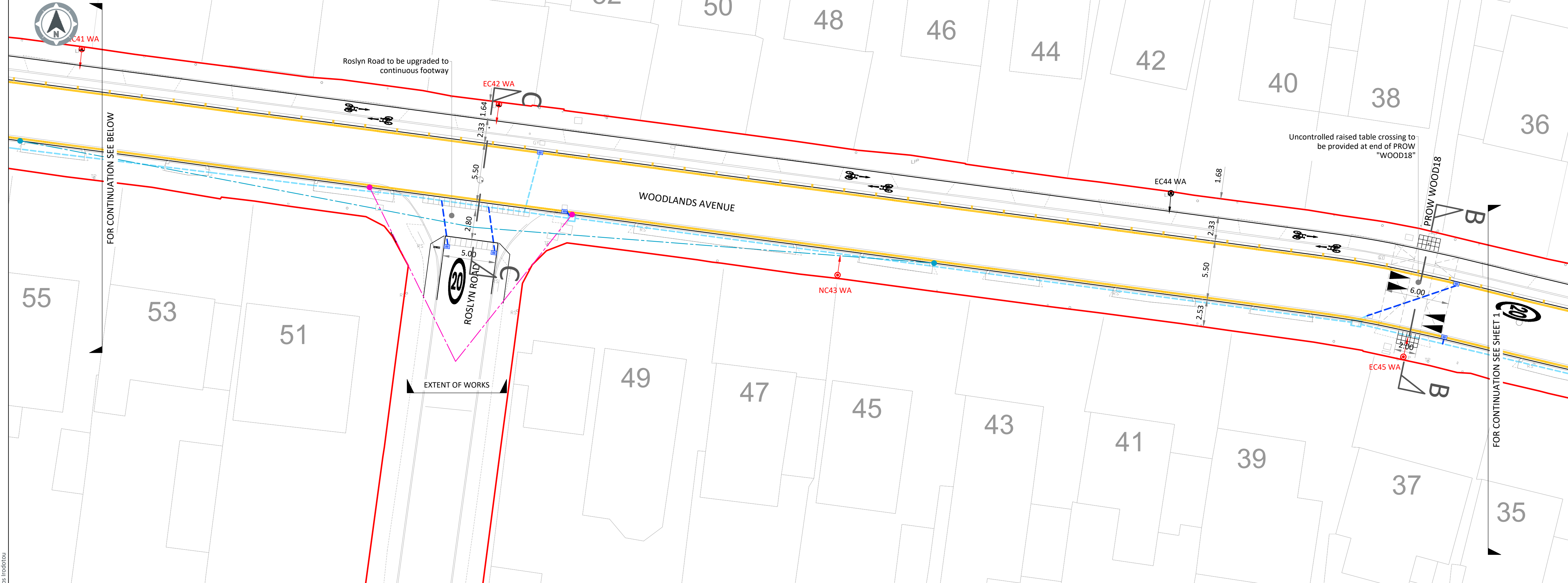
Date
10/06/2024

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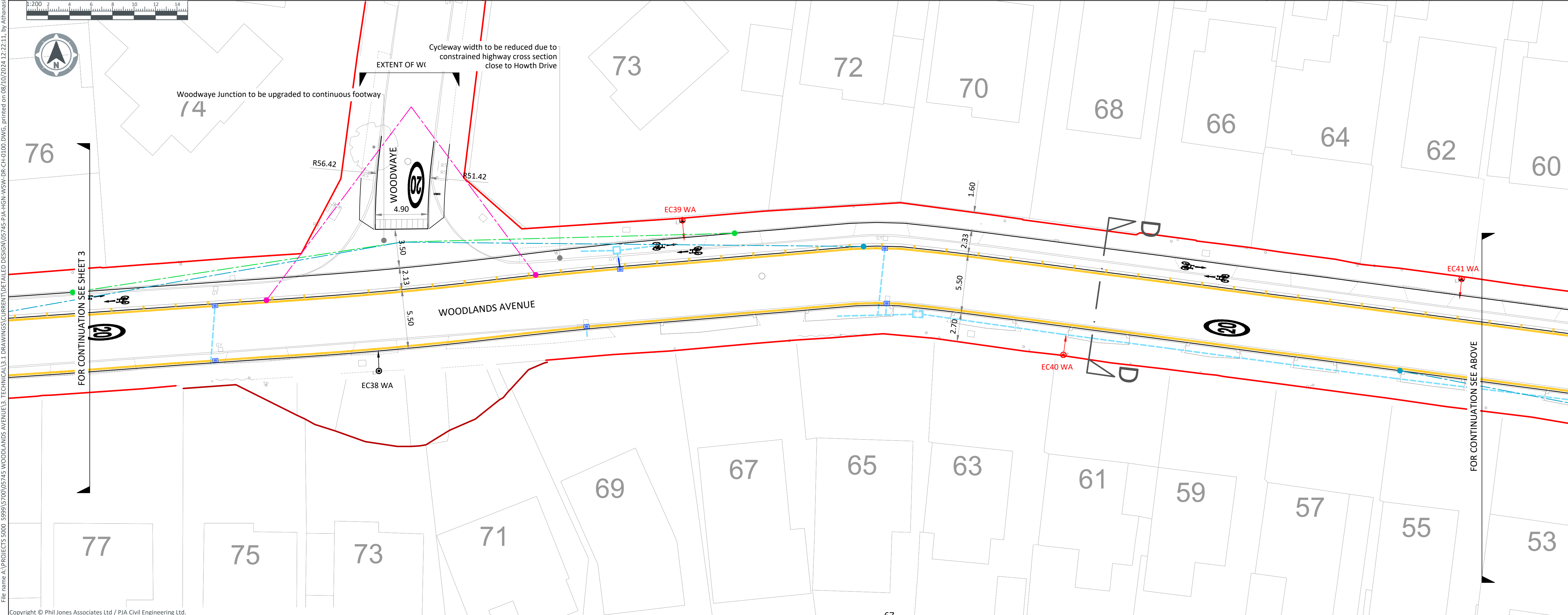
Revision
A03

Primary Contact
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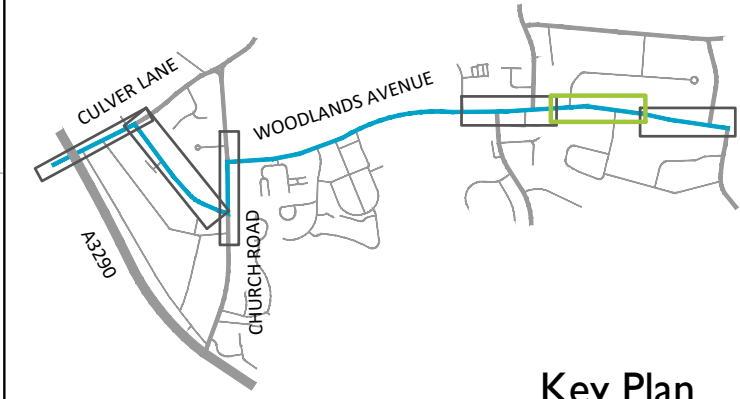
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CDM Note

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Client
Wokingham Borough Council

Project
WBC Active Travel Fund
Woodley/Reading Active Travel Route

Title
General Arrangement
Sheet 2

Drawing Issue Status
For Approval

PJA Ref
05745

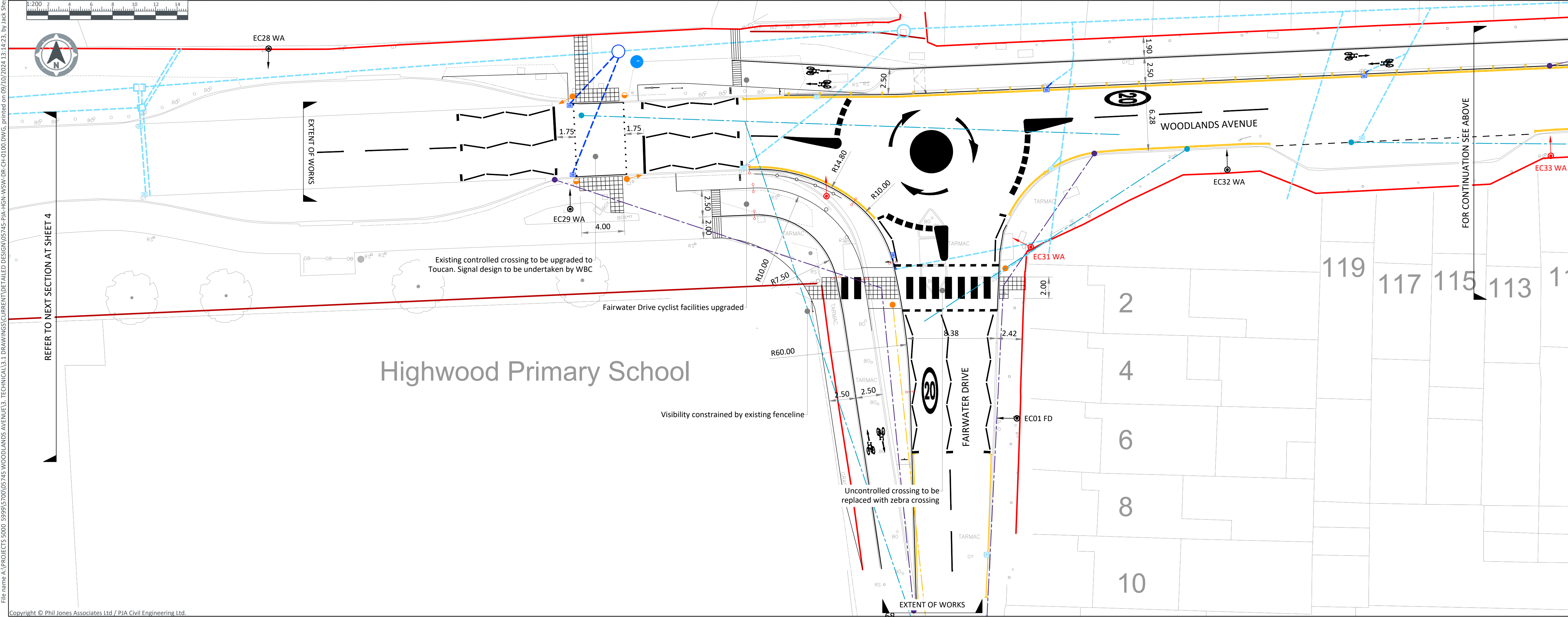
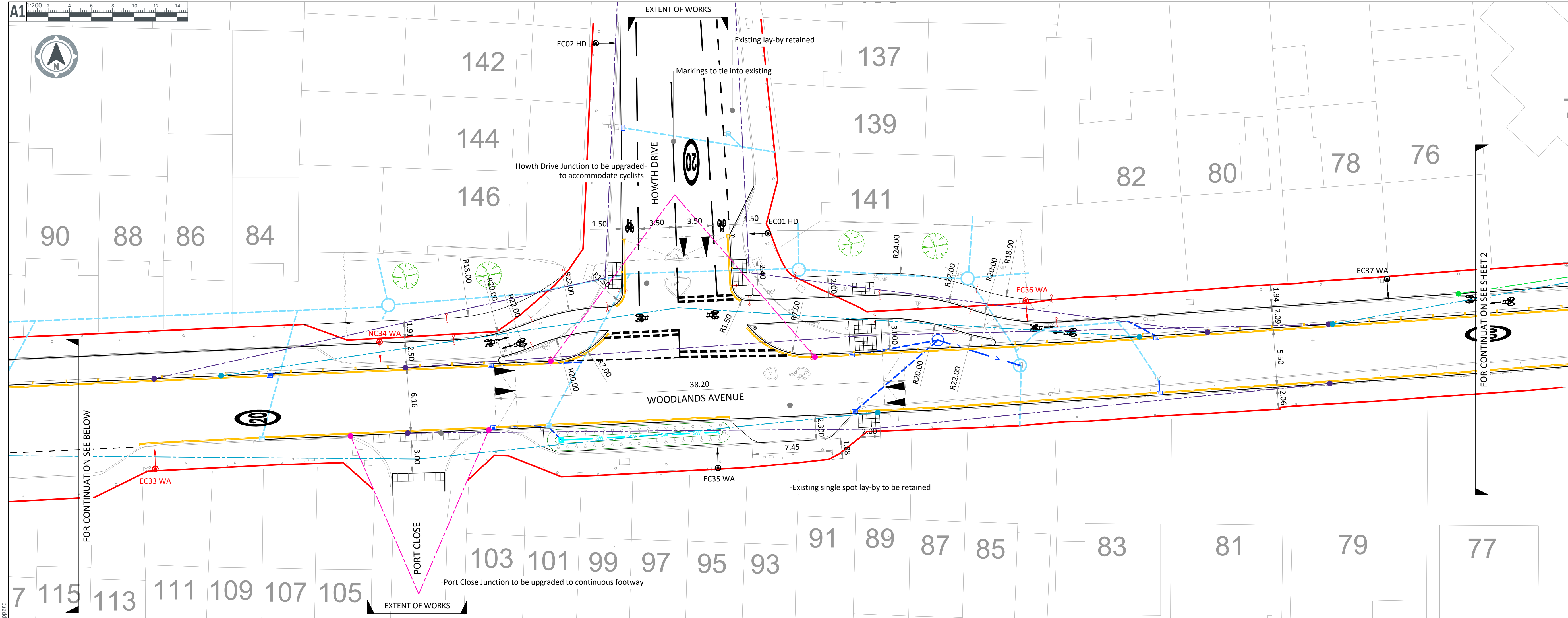
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Date
10/06/2024

Drawing No.
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Revision
A03

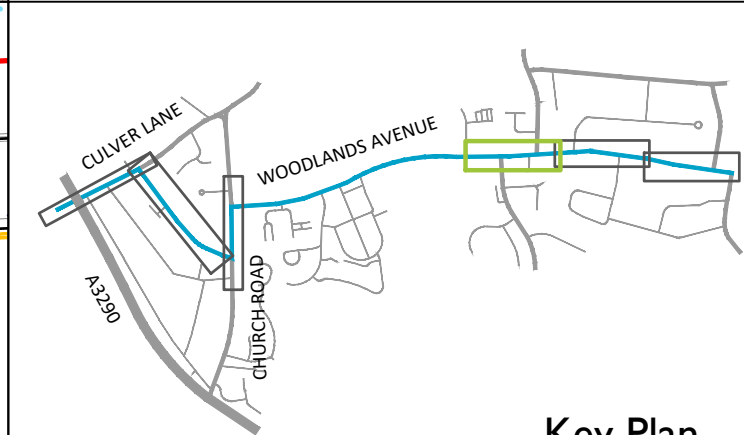
Primary Contact
sonja.townsend@pja.co.uk



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CDM Note
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Key Plan

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Client
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Project
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Woodley/Reading Active Travel Route

Title
General Arrangement
Sheet 3

Drawing Issue Status
For Approval

PJA Ref
05745

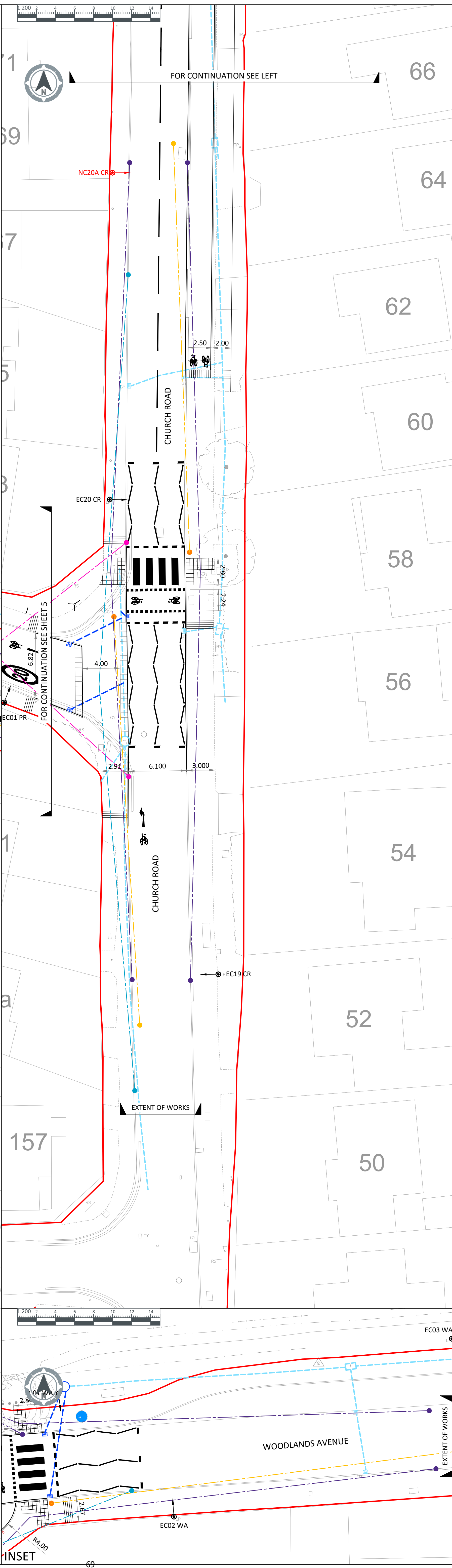
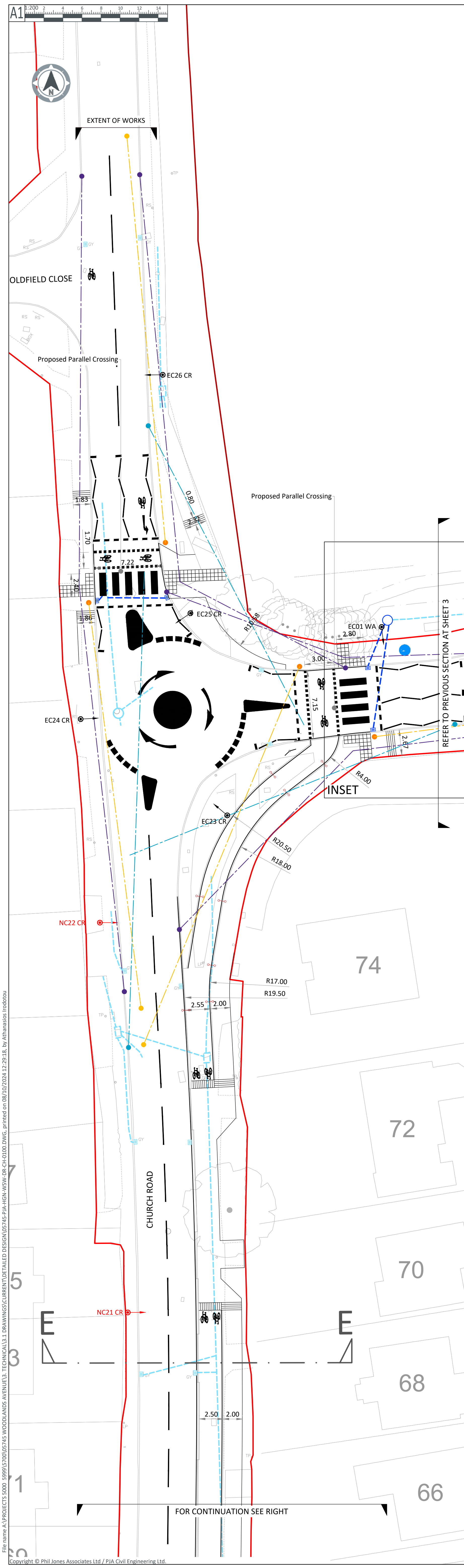
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Date
10/06/2024

Drawing No.
05745-PJA-HGN-WSW-DR-CH-0103

Revision
A03

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General Arrangement
Sheet 4

Drawing Issue Status

For Approval

PJA Ref

05745

Scale @ A1

1:200

Date

10/06/2024

Drawing No.

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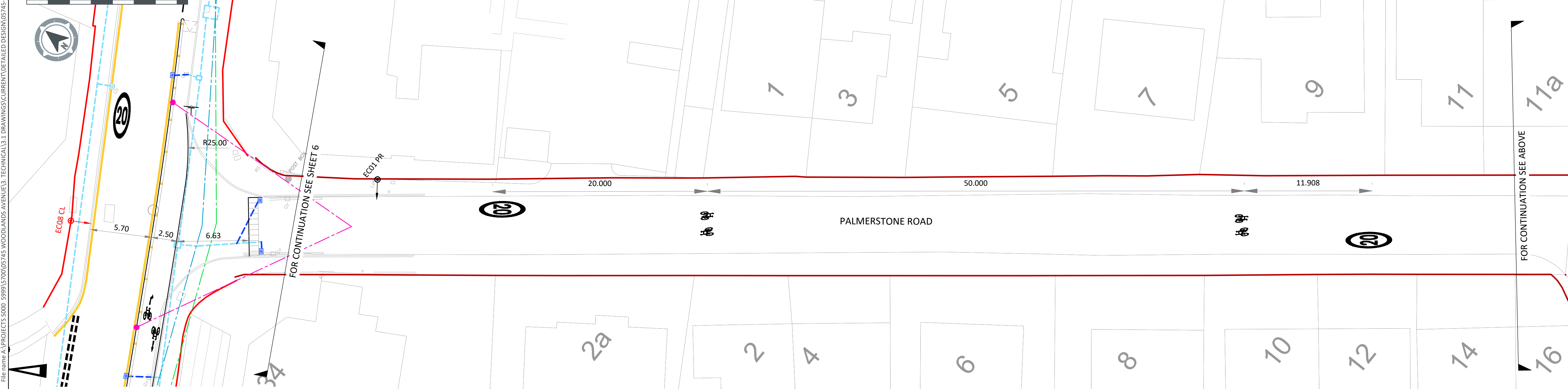
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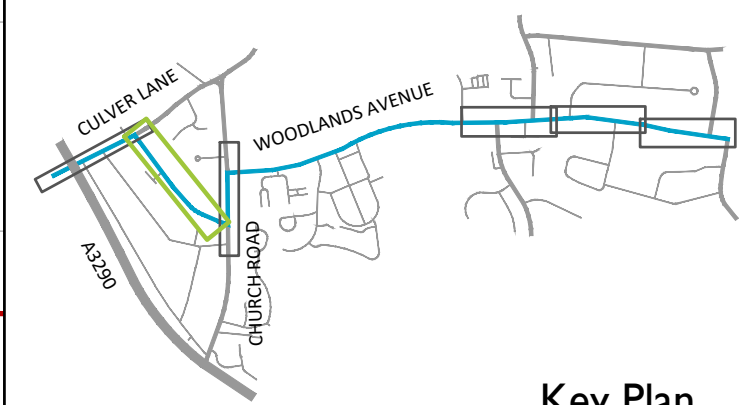


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CDM Note

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Title
General Arrangement
Sheet 5

Drawing Issue Status
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PJA Ref
05745

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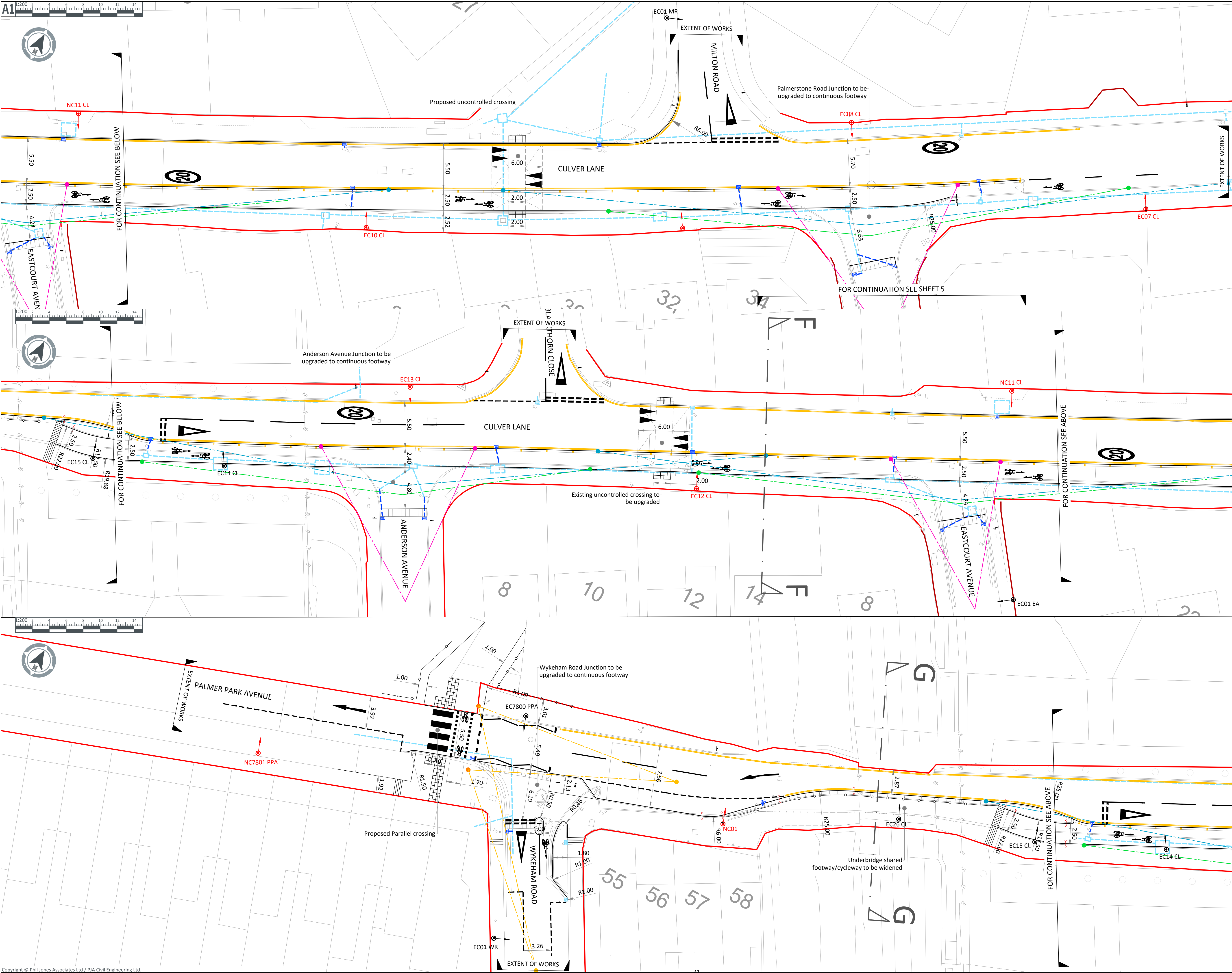
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Drawing No.
05745-PJA-HGN-WSW-DR-CH-0105

Revision
A03

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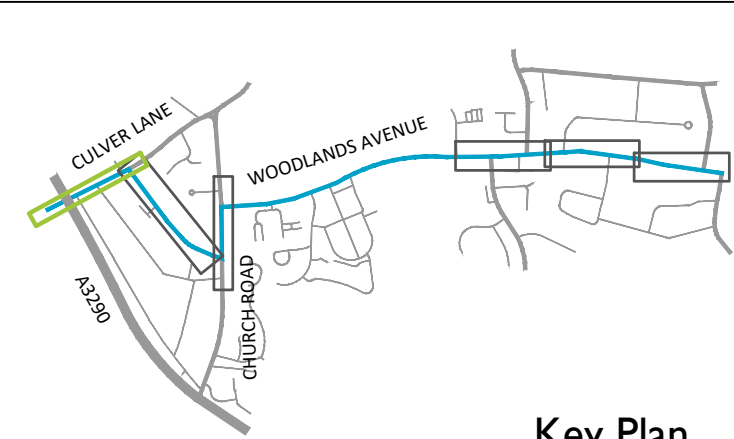
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CDM Note

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Woodley/Reading Active Travel Route

Title
General Arrangement
Sheet 6

Drawing Issue Status
For Approval

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Scale @ A1
1:200

Date
10/06/2024

Drawing No.
05745-PJA-HGN-WSW-DR-CH-0106

Revision
A03

Primary Contact
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Woodley to Reading Active Travel Route Scheme

1. Introduction

Wokingham Borough Council (WBC) has secured funding through the Department for Transport's (DfT's) Active Travel Fund (ATF) Tranche 2 and 3, to improve the cycling and walking connection between Woodley town centre and Reading borough boundary at Palmer Park.

The route is one of the strategic connections that have been identified in our emerging Local Cycling and Walking Infrastructure Plan enabling direct access to Woodley town centre whilst connecting a number of schools and leisure facilities.

Our aim is to improve the active travel provision within our Borough, supporting the Government's vision to make cycling and walking the natural choices for short journeys, or as part of longer journeys. Journeys below 5 miles represented 58% of all private car journeys in 2019 providing the biggest opportunity for switching short car trips to active travel modes. Cycling and walking can help us tackle some of the most challenging issues we face as a society, not just climate change, but improving air quality, health and wellbeing, addressing inequalities, and tackling congestion and noise pollution on our roads.

The Woodley to Reading Active Travel Route Scheme has now been shared with residents on three occasions with the latest consultation running between 11th July and 19th August 2022 on the most up-to-date preliminary design drawings.

This summary report briefly explains the history on how the current design has been developed and then makes recommendations on the next steps which officers feel are most appropriate for the project.

2. Initial Engagement

An [initial engagement exercise](#) was undertaken in spring 2021 on three scheme proposals that were identified as strategic connections within our emerging Local Cycling and Walking Infrastructure Plan. A survey was used as the primary means of gathering people's views on the scheme proposals with 684 responses received in total. Respondents were not required to express preference between the three schemes but based on the responses for each proposal the Woodley to Reading Active Travel Route was highlighted as the scheme with the most significant impact on reducing car dependency and increasing bike use.

3. Second Consultation

Based on the findings of the initial consultation and a Value for Money analysis, an [Individual Executive Member Decision](#) (IEMD) was made on 8th July 2021 approving continued development of the Woodley to Reading Active Travel Route.

The design was developed, ensuring that the aspirations set out in LTN 1/20 cycling design guidance for high quality, segregated and continuous cycle facilities with priority for cyclists at key junctions were met because this is a condition of the Active Travel Fund grant. The narrow width of the eastern section of Woodlands Avenue, combined with the challenges to meet LTN 1/20 requirements whilst duly considering the impact on cost, disruption and existing verges, led the project team to consider the option of making a section of

Woodlands Avenue one-way. In addition, as part of the proposal two different routes were considered linking Woodlands Avenue/Church Road to Culver Lane 1) via Palmerstone Road and 2) via Anderson Avenue.

The second consultation ran from 24th January to 21st February 2022. 74% of the 1290 responses received were opposed or strongly opposed to the change of making Woodlands Avenue east one-way for vehicular traffic whilst 64% of 938 respondents expressed their preference for Option 1 via Palmerstone Road.

Based on the outcome of the consultation, officers agreed that there would be further consideration of the designs and that discussions with key stakeholders would follow up before taking any new designs further.

4. Stakeholder meeting

A number of design options were considered and presented to key stakeholders on 16th June 2022. The “Woodlands Avenue East Alternative designs” report can be downloaded from the consultation site (refer to phase 6 on the phases diagram on this page: [Woodley to Reading Active Travel Route \(wokingham.gov.uk\)](https://www.wokingham.gov.uk/woodley-to-reading-active-travel-route)). The report details the considerations and attempts to address the main concerns which were raised in the second consultation, including the impact on traffic, pedestrian comfort and public realm/environmental. The report also highlights that there are several criteria that need to be considered for a balanced solution whilst it makes clear that retrofitting cycling infrastructure into existing built environments requires reallocation of existing road space, i.e. carriageway, footways, on-street parking or green space.

All local Ward Members and the two Town Councils covering the scheme as well as Woodley Cyclists and WATCH were invited to attend the meeting, with representation from each in attendance. The group in the meeting agreed that Option 5 of the report – “Refined Woodlands Avenue, maintaining 2-way traffic” should be presented to the public as the preferred option for their comment following some further amendments to the designs, these included:

- addition of a raised table along the whole junction of Woodlands Avenue/Howth Drive
- investigation on whether parking bays opposite Howth Drive/Woodlands Avenue could be retained and
- investigation on the positioning of the segregated cycle track along the Howth Drive/Woodlands Avenue junction).

5. Third Consultation

As a result of the above, a third consultation was undertaken from 11th July to 19th August 2022. This report explains the outcome of the consultation and reviews the responses received and presents the recommended changes in response to the feedback provided.

5.1 Engagement Material and Channels

A range of channels were used to raise awareness of the engagement exercise and encourage participation:

5.1.1 Stakeholder email

Emails were sent to key local stakeholders including but not limited to local elected representatives, community groups, local businesses and the wider business community, healthcare and education sectors, transport operators and professional road user groups, environmental bodies and emergency services. The email encouraged them to view the proposals and complete a short survey as well as to share the details of the engagement platform among their networks.

5.1.2 Postcard delivery

In order to gain a maximum number of responses and particularly from those most affected by the scheme, postcards were delivered to all residents and businesses in the vicinity of the scheme. The postcard provided a brief overview of the benefits of the scheme and directed recipients to the engagement website for more information. In total 2336 postcards were delivered. The distributor experienced a minor issue with its printing and delivery and so although the majority were delivered on 11th July, 200 of these were delivered in August.

5.1.3 Poster distribution

To increase awareness of the third consultation, posters were placed for display at key areas along the scheme including Woodley Library, Oakwood Centre and Bulmershe Leisure Centre. The Earley and Woodley Town Councils both assisted in promoting the consultation with placing posters in prominent areas including the Town Council buildings. The posters were encouraging the public to view the proposals and provide their feedback whilst also informing them that a printed set of the drawings was available for public viewing at Oakwood Centre.

5.1.4 Social media

WBC communications team took the lead in circulating the link for the consultation through its various channels including Facebook, Twitter and numerous newsletters which residents have subscribed to. A series of posts were made throughout the six-week period providing an overview of the scheme proposals and encouraging readers to view the updated plans and provide their feedback.

5.1.5 Engage (WBC online engagement platform)

The consultation was completed using WBC's interactive engagement platform, Engage, via the following link: <https://engage.wokingham.gov.uk/en-GB/projects/workingham-borough-active-travel-fund-woodley-to-reading-active-travel-route/6>

The platform requires respondents to register in order to provide their feedback. During the previous consultation Members requested that the sign in function be turned off, and on that occasion, this was agreed. For this consultation, the communications team maintained the requirement to register because:

1. It provides security, including ensuring that each person only takes a survey once;
2. It enables us to be able to follow up on issues and questions raised;
3. It helps prevent anonymous abuse, as can happen on social media; and
4. It allows us to contact respondents to share feedback on outcomes and the decision-making process.

The link of the engagement platform was included in all the channels listed above. The website provided the following information:

- Project overview including reasons for developing the scheme and funding requirements;
- Scheme development phases;
- Details on the proposals being considered and changes from the previous consulted drawings accompanied by Computer Generated Illustrations, Preliminary Design Drawings and an Initial Equality Impact Assessment; and
- A survey to gauge views on the updated proposals.

5.2 Consultation Questions

The questions from the consultation are detailed in Appendix A. The aim of these was to gauge the public view of the scheme as a whole and also of certain elements that officers felt were pertinent to the design and, based on previous responses, were likely to be of particular interest to respondents. Most questions within the survey were closed questions, where respondents could choose one or more answers from a specific list. There were two questions in the consultation which allowed respondents to enter free text; although this is generally considered difficult to analyse and quantify in consultations, it was important that any respondent could help us with the project by entering any comments without being confined by strict yes/no or multiple-choice responses.

5.3 Consultation results

A detailed overview of the results, including the responses to each question and a summary of the free-text responses is included in Appendix B. The following section outlines these results.

5.3.1 Responses

Overview

The survey generated a combined total of 256 individual responses. Respondents could choose which questions to answer, and some questions allowed for more than one option to be selected. Please note that percentages, where included, have been rounded to the nearest whole percentage point and, as such, totals may not always equal 100. Furthermore, percentages are based on the total number of respondents who answered that question.

201 of the respondents provided a valid postcode; 162 of these are considered to be “from the Woodley area” which has been defined, for the purpose of this report, as those in the area within the A4, A329(M), A3032 and Davis St/Lodge Road/Hurst Road.

254 people responded to the question “What is your connection with this area?”; the majority of these, 74%, stated they live here whilst a further 15% said that they “live nearby”.

253 responded to the question “How do you usually travel in the local area covered by this proposal”; people were able to select more than one mode and a total of 618 modes were

selected. The most common modes were car as a driver (76%) and walking (61%). These modes, together with cycling (45%), car as a passenger (32%) and bus (23%) made up the majority of the modes with other (4%), Wheelchair/Mobility scooter (2%) and Motorbike (2%) making up a small proportion.

The maps in Appendix B show the spread of respondents (this is based on the postcode centroid location as opposed to any person's specific address); it can be seen that, as indicated by the question around people's connection with the area, the respondents are generally close to or have some link to the location.

How did people feel about the proposal

253 people responded to the question "How do you feel about the proposal". 47% responded that they were dissatisfied with the proposal while 37% were satisfied and 16% neutral.

Further analysis was carried out to assess whether there was greater dissatisfaction from those living in the Woodley area. This has shown that 54% in the Woodley area felt dissatisfied with 33% satisfied.

Despite this relative level of negativity, the questions in the consultation and free-text responses suggest there are further improvements that could be made which might increase the level of satisfaction overall.

Improving Confidence and Encouraging people to walk and cycle more often

Question 6 asked "Do you think that the changes would improve your confidence in travelling along the route by bicycle or on foot?". 252 people responded to the question with 52% saying no while 40% said yes. Whilst this initially appears a low level of positivity looking at the responses to question 7 helps to explain some of the reasons for this. It should also be considered that many people are unlikely to increase their level of cycling or walking because they simply do not wish to regardless of facilities provided or in many cases are not well enough and do not see cycling or walking as a viable option.

125 people responded to question 7 "What else would help you to take up cycling or walking, or help you cycle or walk more often, in this area?". 64 of these did not address the question but made comments similar to those that they also made in response to question 9; these respondents tended to indicate either their opposition or support or suggested that they either already walk/cycle enough or had no intention of doing so. The remainder provide a view of other issues which people feel would help them increase their level of active travel. The primary issues appear to be around maintenance and the quality of surface as well as provision of dropped kerbs to make it easier to cross-roads (17), different and safer routes including a different destination (13) and more segregation/wider paths (11). In addition, reduced speed (8) and enforcement of both speeding and behaviour of road users (7) (including poor driving, e-scooters and cyclists) were also common comments.

The responses above suggest that in order to encourage more people to walk and cycle many of the measures proposed will be effective whilst routine and seasonal maintenance to a high standard is also important. Consideration should also be given to the level of segregation as well as ensuring any speed reductions are enforceable or self-enforcing.

To what extent did people agree with the changes?

Question 8 detailed seven proposed changes and asked to what extent people agreed, were neutral, disagreed with each. There was also a “Don’t know” option. The number of people responding to each varied between 251 and 253 people so depending on the change proposed 3-5 people opted to express no opinion at all. Some of the proposed changes were referenced in response to question 11; these are considered separately later in this report. This section provides a summary of the responses and then a recommendation as to what should happen regarding each of these as the project progresses to the detailed design stage.

“Reduce the speed limit to 20mph along Woodlands Avenue, Palmerstone Road and Culver Lane to improve safety, and reduce noise and carbon emissions”

For this proposal 55% expressed agreement with the proposal whilst 32% disagreed. This is an indication of support for reducing the speed limit on these roads.

Agree	Neutral	Disagree	Don’t know
55%	13%	32%	0%

Conclusion/recommendation – It is suggested that given the positive view of the proposal that the scheme should continue to include the reduction of the speed limit to 20mph.

“Have protected space for cycling along Woodlands Avenue, Church Road and Culver Lane with physically separated space to remove conflicts between cyclists, motorists and pedestrians, and improve comfort and safety levels”

For this proposal 49% agreed with 41% disagreeing. This suggests that there is generally a positive view from the respondents regarding provision of a protected space for cycling along these routes.

Agree	Neutral	Disagree	Don’t know
49%	10%	41%	0%

Conclusion/recommendation – although there is some opposition as well as 10% neutral, the route needs to maintain segregation to meet with the requirements of the Active Travel Fund. The largest response is in favour of this change and so it should remain as part of the design.

“Keep on-road cycling on Palmerstone Road as it is a quiet road with low traffic levels and speeds”

For this proposal 48% agreed with this, whilst 29% were neutral, this is potentially due to much of the focus of the responses being more concerned with the Woodlands Avenue section of the route. It should be noted that the use of Palmerstone Road was selected following feedback from the previous consultation.

Agree	Neutral	Disagree	Don’t know
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48%	29%	19%	5%
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Conclusion/recommendation – This is the lowest level of agreement in the responses to question 8, though “Agree” remains the largest of the response types. The scheme will continue to use this route as proposed due to the low vehicular traffic (average daily traffic flow is 1285) whilst according to the traffic surveys undertaken the majority of cyclists feel confident enough to use the carriageway even before the implementation of the proposals.

“Install new crossings that give priority to pedestrians and cyclists at side road junctions to slow down vehicles when entering or exiting side roads and encourage vehicles to give way to pedestrians crossing the road, reinforcing the new rules of the Highway Code”

This proposal has a high level of agreement with 25% disagreeing. This change would enforce the recent changes to the highway code which gives priority to pedestrians and cyclists and so those disagreeing are either unaware or not in support of this change which has occurred outside the control of this project.

Agree	Neutral	Disagree	Don't know
60%	13%	25%	2%

Conclusion/recommendation – priority for pedestrians and cyclists should continue into the detailed design stage.

“Make changes to the bus stop layout where the cycle track is routed around the back of the bus stop to minimise any conflicts between cyclists, motor traffic and pedestrians, and improve comfort and safety”

This proposal received 54% agreement with 26% disagreeing.

Agree	Neutral	Disagree	Don't know
54%	15%	26%	5%

Conclusion/recommendation - This particular question is a matter of detail and will require further consideration in the detailed design stage though it is useful to be aware that people generally support the concept of maintaining segregation between cyclists and pedestrians.

“Create new and improved crossing points to improve safety for pedestrians and cyclists”

This proposal was agreed with by 68% of respondents whilst 15% were neutral and just 16% disagreed. It is clear that there is support and little opposition to this proposed improvement.

Agree	Neutral	Disagree	Don't know
68%	15%	16%	1%

Conclusion/recommendation – New and improved crossing points will continue to form part of the design. The location and number will be reviewed as part of detailed design to ensure maximum usage as well as minimising the impact on traffic.

“Include new areas of planting and greenery to compensate for any trees we need to remove as part of the project”

This proposal received the highest level of agreement of all questions in the consultation. It is clear that the principle of replacing all trees that have to be removed as part of the project is supported.

Agree	Neutral	Disagree	Don't know
76%	11%	13%	0%

Conclusion/recommendation – The replacement of trees will continue to be part of the project, it should be noted that where possible we would prefer not to remove trees at all if it can be achieved whilst delivering the desired infrastructure.

In summary, those proposed changes which were described in Question 8 all have a broadly positive response. This appears at odds with the question “How do you feel about the proposal” which showed that 47% of respondents were dissatisfied. This may be due to a number of reasons, however, the most likely are that:

- Although people are positive about some elements not all are positive about the same elements and the disagreement with some elements is enough to make people feel dissatisfied with the overall proposal, or
- Although people are positive about some elements, there were changes proposed not included in question 8 that have led to people disliking the overall proposal.

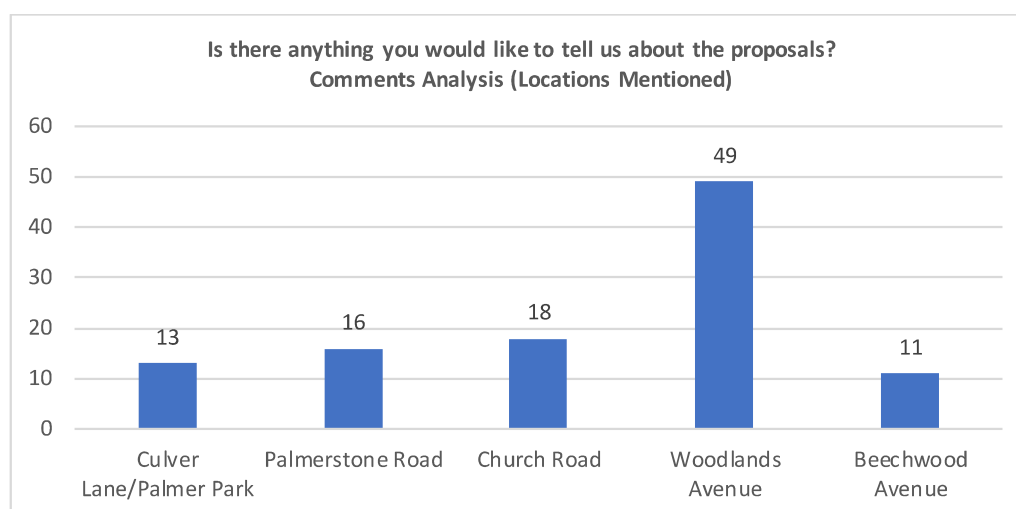
This latter point can be examined in further detail in conjunction with the responses to question 9 which allowed free text responses.

Anything else which people would like to raise

Question 9 asked “Is there anything you would like to tell us about the proposals”. There were 181 responses to this question from the 256 people. Responses varied in length and covered a number of topics. Many responses raised more than one point, and each of these points were categorised to ensure that none were missed and enable numerical analysis. These categories were developed as each response was reviewed to ensure that by the end of the process every point that was raised was placed into a relevant category. At the end of the process 9 points from responses remained that did not fall into any category and so these have been placed into “other”.

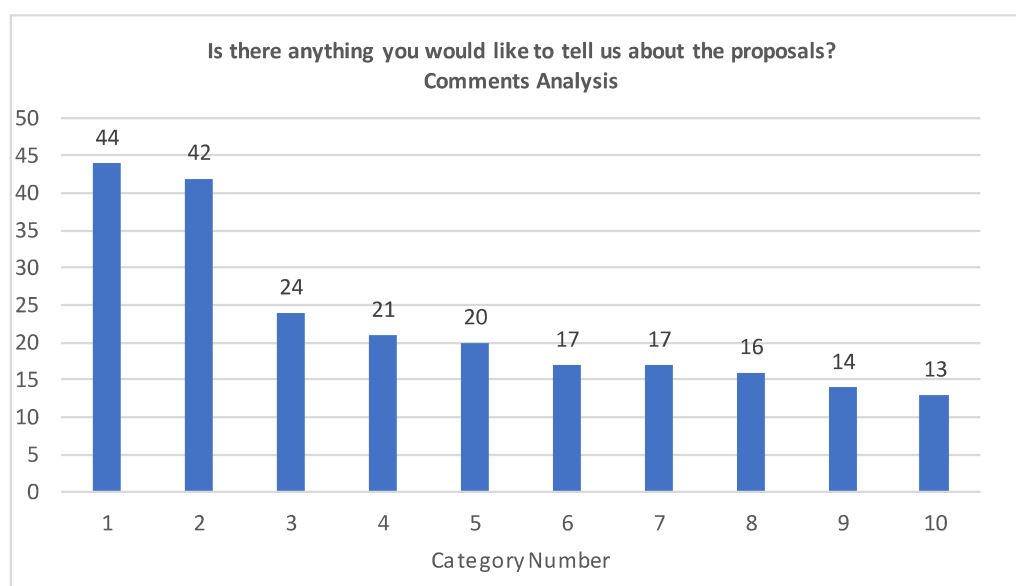
From the 181 responses, 303 points have been assigned into a relevant category. In addition, of these comments, where a specific location was highlighted, this was noted; from the 181 responses 107 references to the location were made. The locations raised are presented in Figure 5.1:

Figure 5.1 Location reference to the additional comments provided



Additional comments provided were focused on Woodlands Avenue, where the main changes since the first consultation are being proposed. From the categorised responses, it appears that a key area of concern is the width of Woodlands Avenue carriageway as well as any traffic impact that this, and the measures at the junctions might cause. Figure 5.2 below shows the 10 most common categories in the additional comments raised.

Figure 5.2 10 most common categories in the additional comments raised



1	Scheme design suggestion/query
2	Unnecessary/waste of money
3	Too narrow (road)
4	Realignment suggestion
5	Concern about rerouted vehicles/queuing
6	Trees
7	General negative
8	Request for more/joined up routes/extend scheme
9	General positive

10 Happy with existing shared sections

Other categories which received comments included:

- Concern regarding crossings
- More enforcement
- Do not remove parking
- Other
- Concern for those with mobility requirements
- Concern about resident access
- Do not remove mini roundabout Howth/Woodlands Avenue
- Proposal disjointed
- Too narrow (pedestrian footway)
- Different location in borough
- Too narrow (cycle path)

5.3.2 Email and Group Responses

Responses via email or letter were also accepted during the consultation. In total, 8 emails were received about the scheme proposals; of these emails 2 had responded to the consultation but had further queries. The remaining 6 emails were categorised as with the free text comments with the following categories:

- 5 had a scheme design suggestion or query;
- 3 suggested scheme realignment;
- 1 was a request not to remove parking and
- 1 concern was raised regarding crossings.

Three responses were received from specific groups one by email, Whitegates Residents Association (ACER) and the other two via the survey, from Reading Buses and Sustrans.

These responses included the following comments:

Concern that Bus Stops moved onto the carriageway from a bus lay-by may cause congestion, particularly at school start and finish times. However, the respondent does state that this would be of benefit for the bus departing the stop as the bus would already be in the carriageway.

“In Summary, apart from the very welcome pedestrian crossings at the junction of Woodlands Avenue and Church Road, there is nothing to commend this scheme, as the routes are not practical, introduce unacceptable risks to cyclists, and there is no clear incentive to the cyclist to make use of the proposed cycle lanes.”

Concern regarding alternative routes should bus diversion be required and the width of these (Woodley town centre to Howth Drive section) and Woodlands Avenue.

The “scheme looks fantastic” and that they were looking forward to seeing how the route ties in with other improvements in Wokingham.

6. Next Steps – Design Updates

Based on the responses provided and summarised above, the design team has made a number of changes as documented in the section below to address most of the key points raised during the consultation and particularly the concerns over the narrow carriageway width of Woodlands Avenue East.

Feedback from all the consultations has shown that due to the diverse range of criteria that need to be considered for a balanced solution and the conflicting priorities that exist it is hard to achieve unilateral support whilst a compromise may be required to meet funding and design requirements.

Due to the impact of high inflation rates in recent years and the multiple design changes on the overall cost of the scheme, the project team submitted an additional funding request to Active Travel England in December 2022 which was declined. Following that, in June 2023, the project team met with the inspectorate division of Active Travel England to discuss any value engineering amendments that could be incorporated to the scheme enabling the delivery of the entire route within budget, whilst considering the feedback from the consultation.

6.1 Woodlands Avenue East (Crockhamwell Road to Fairwater Drive)

Route alignment

The route has been maintained on Woodlands Avenue East, as this is the most direct route to the town centre and links with the wider Local Cycling and Walking Infrastructure Plan network. The request during the Woodley Town Council meeting to re-consider a route via Howth Drive/Beechwood Avenue has been discounted based on the reasons set out in the original options report. In addition, contrary to the perception of some respondents, the outputs of the additional pedestrian and cycling surveys conducted in Autumn 2022, show that usage on Beechwood Avenue is lower than the equivalent along Woodlands Avenue (average daily number of pedestrians and cyclists on Beechwood Avenue was 394 and 115 respectively compared to 550 and 152 on Woodlands Avenue East).

Carriageway width

The carriageway width has been amended and increased to 5.5m to align with the WBC design guidance for developers. This removes the requirement for a departure from standard and addresses the safety concerns raised by a number of stakeholders, public and the independent Road Safety Audit. The cycle track has been retained at a width of 2.3m and a narrowed verge on the south side retained, which is to be enhanced with wildflower planting. The increase in carriageway width will, however, require the removal of an additional tree which will need to be replaced with a tree at another location.

Additional crossing

A raised table, uncontrolled crossing at the footpath link to Woodway, between properties 36 & 38 has been added, which was suggested in the Woodley Town Council Meeting.

Restrictions

The proposed 7.5 Tonne weight restriction on Woodlands Avenue has been removed from the design with the increase in carriageway width. The proposed parking restrictions have been refined to incorporate double yellow lines on the north side of the road with kerb markings to prevent loading and unloading at any time and apply to the cycle track itself. The south side of Woodlands Avenue will be marked with double yellow lines to prevent parking. Loading and unloading will be permitted as well as parking by registered blue badge holders.

Howth Drive Lay-by

The lay-by opposite Howth Drive has been reduced to retain a single 6m long parking bay to facilitate any turning movements at the new junction layout while improving drainage in a more sustainable way. Replacement spaces are no longer considered at Port Close to minimise maintenance costs.

6.2 Woodlands Avenue West (Fairwater Drive to Church Road)

Alignment

The existing shared use footway/cycleway on the north side of Woodlands Avenue has been retained and if possible, would be widened to 4m. This is based on the feedback received that the present shared use provision is sufficient whilst it was also discussed and agreed with Active Travel England during the value engineering workshop.

Leisure Drive

The Leisure Road Junction has been amended to a priority junction to improve the continuity and priority of the pedestrian and cycle route as this was not achievable with the mini roundabout arrangement. A junction capacity assessment has been undertaken by Wokingham Borough Council to inform this.

Addington School Entrance

Following discussions with Addington School, the school entrance has been retained with priority provided to pedestrians and cyclists over the vehicular traffic.

Existing Lay-bys

In Autumn 2022, parking beat surveys were undertaken at the two lay-bys on Woodlands Avenue west confirming that occupancy is low (typically 8-9 vehicles utilising the 29 available spaces). Nonetheless, due to stakeholders' concerns about the removal of parking spaces and in line with the outcome of the consultation, existing lay-bys have been retained.

Church Road/Palmerstone Road

No amendments have been made to this section. The use of Palmerstone Road for on-carriageway cycling was questioned by some. The surveys completed in Autumn 2022 confirmed that traffic flows are sufficiently low (typically 1400/day) for its use to be

considered appropriate; traffic speeds are currently 20.9mph (mean) with 85%ile approximately 27mph.

Culver Lane

Alignment

The alignment has been reviewed and some minor amendments made to make the side road junctions consistent with the detailing on Woodlands Avenue. A short section of the cycle track has been reduced to 2.3m wide for a short length to resolve a pinch point on the existing footway.

Two uncontrolled crossings have been added to Culver Lane, one to replace the existing one outside property No. 12 and an additional crossing outside property No. 28.

The alignment under the A3290 and Rail bridges has been amended to provide a shared footway/cycleway due to concerns raised about lateral clearances between the cycle track, carriageway and bridge abutments. This also ties in with amendments to Wykeham Road as explained below.

Wykeham Road junction

Wykeham Road junction has been amended to provide a continuous shared footway/cycleway across the junction, and a new parallel crossing added to Palmer Park Avenue. The on-street parking has been retained at the request of Reading Borough Council which combined with the parallel crossing, is the primary reason for this section becoming shared use. A small island has also been added to Wykeham Road, following feedback from Reading Borough Council.

Restrictions

Proposed parking and waiting restrictions have been refined to align with the proposals for Woodlands Avenue East and include:

- double yellow lines on the south side of the road with kerb markings to prevent loading and unloading at any time and apply to the cycle track itself; and
- double yellow lines on the north side of the road to prevent parking. Loading and unloading will be permitted as well as parking by registered blue badge holders.

Give us your views on the revised Woodley to Reading active travel route design

We are looking for feedback on our revised plans to improve walking and cycling between Woodley town centre and Reading.



What is your connection with this area? Select one only.

- ☐ I live here
- ☐ I work here
- ☐ I study here
- ☐ My children go to school here
- ☐ I live nearby
- ☐ I own a business here
- ☐ I'm here for leisure
- ☐ I commute through here
- ☐ I do my shopping in here
- ☐ I do the school run here
- ☐ I'm just visiting

Other, please specify

If you are representing an organisation or individual, please tell us more.

How do you feel about the proposal?

- ☐ Satisfied
- ☐ Neutral
- ☐ Dissatisfied

How do you usually travel in the local area covered by this proposal? Select all that apply.

- ☐ Walk
- ☐ Cycle
- ☐ Bus
- ☐ Car as a driver
- ☐ Car as a passenger
- ☐ Motorbike
- ☐ Wheelchair or mobility scooter

Other, please specify

Do you think that the changes would improve your confidence in travelling along the route by bicycle or on foot?

- ☐ Yes
- ☐ No
- ☐ Unsure

What else would help you to take up cycling or walking, or help you cycle or walk more often, in this area?

To what extent do you agree with the following key walking and cycling changes being proposed?

	Agree	Neutral	Disagree	Don't know
Reduce the speed limit to 20mph along Woodlands Avenue, Palmerstone Road and Culver Lane to improve safety, and reduce noise and carbon emissions	☐	☐	☐	☐
Have protected space for cycling along Woodlands Avenue, Church Road and Culver Lane with physically separated space to remove conflicts between cyclists, motorists and pedestrians, and improve comfort and safety levels	☐	☐	☐	☐
Keep on-road cycling on Palmerstone Road as it is a quiet road with low traffic levels and speeds	☐	☐	☐	☐
Install new crossings that give priority to pedestrians and cyclists at side road junctions to slow down vehicles when entering or exiting side roads and encourage vehicles to give way to pedestrians crossing the road, reinforcing the new rules of the Highway Code	☐	☐	☐	☐
Make changes to the bus stop layout where the cycle track is routed around the back of the bus stop to minimise any conflicts between cyclists, motor traffic and pedestrians, and improve comfort and safety	☐	☐	☐	☐

To what extent do you agree with the following key walking and cycling changes being proposed?

Agree Neutral Disagree Don't know

Create new and improved crossing points to improve safety for pedestrians and cyclists

☐ ☐ ☐ ☐

Include new areas of planting and greenery to compensate for any trees we need to remove as part of the project

☐ ☐ ☐ ☐

Is there anything you would like to tell us about the proposals?

How did you find out about this consultation? Select all that apply.

- ☐ Email from Wokingham Borough Council (WBC)
- ☐ Email from my town or parish council
- ☐ Social media - WBC
- ☐ Social media - other
- ☐ Newspaper
- ☐ Online local media
- ☐ Postcard delivered to my home
- ☐ WBC website
- ☐ From a friend, neighbour or relative
- ☐ From a local business
- ☐ Other (please specify):

About you (optional)

The following questions are to ensure we take the views and needs of differing people into consideration and to understand your responses to the previous questions a little better. It is a legal requirement for us to ask these questions, but you are not obliged to answer any you do not wish to. The data acquired is used for this consultation only and cannot be used to identify you.

What is your postcode?

What town or parish do you live in? Select one only.

- | | |
|---|--|
| ☐ Arborfield and Newland | ☐ Swallowfield |
| ☐ Barkham | ☐ Twyford |
| ☐ Charvil | ☐ Wargrave |
| ☐ Earley | ☐ Winnersh |
| ☐ Finchampstead | ☐ Wokingham |
| ☐ Hurst | ☐ Wokingham Without |
| ☐ Remenham | ☐ Woodley |
| ☐ Ruscombe | ☐ Don't know |
| ☐ Shinfield | ☐ Outside Wokingham borough |
| ☐ Sonning | |

What sex/gender do you identify as?

- ☐ Female
☐ Male
☐ Transgender
☐ Prefer not to say
☐ Other (please specify):

How old are you?

- ☐ 17 or younger
☐ 18-20
☐ 21-29
☐ 30-39
☐ 40-49
☐ 50-59
☐ 60 or older

What race or ethnicity best describes you?

- ☐ Arabic
- ☐ Asian/British Asian: Bangladeshi
- ☐ Asian/British Asian: Chinese
- ☐ Asian/British Asian: Indian
- ☐ Asian/British Asian: Pakistani
- ☐ Black/British Black: African
- ☐ Black/British Black: Caribbean
- ☐ White: British
- ☐ White: Other
- ☐ Mixed race
- ☐ Gypsy/Traveller
- ☐ Prefer not to say
- ☐ Other (please specify):

What do you consider your religion to be?

- ☐ Buddhism
- ☐ Christianity
- ☐ Hinduism
- ☐ Islam
- ☐ Judaism
- ☐ Sikhism
- ☐ No religion
- ☐ Prefer not to say
- ☐ Other (please specify):

Which of the following terms best describes your sexual orientation?

- ☐ Asexual
- ☐ Bisexual
- ☐ Gay
- ☐ Lesbian
- ☐ Heterosexual/Straight
- ☐ Prefer not to say
- ☐ Other (please specify):

Have you undertaken any form of sex/gender reassignment?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

Are you currently pregnant or have you given birth within the last year?

- ☐ Yes
- ☐ No
- ☐ Not applicable
- ☐ Prefer not to say

Do you have a disability, long-term illness or health condition?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

Would it be helpful if you could indicate the nature of your disability? If so, please do.

You have completed this survey!

Thank you for taking the time to answer this survey. We really appreciate your thoughts.

To return a completed survey to us, please do one of the following:

- Scan and email a copy to us at transportplanning@wokingham.gov.uk or
- Post your survey to
Wokingham Borough Council
Transport planning
Shute End
Wokingham, Berkshire
RG40 1BN

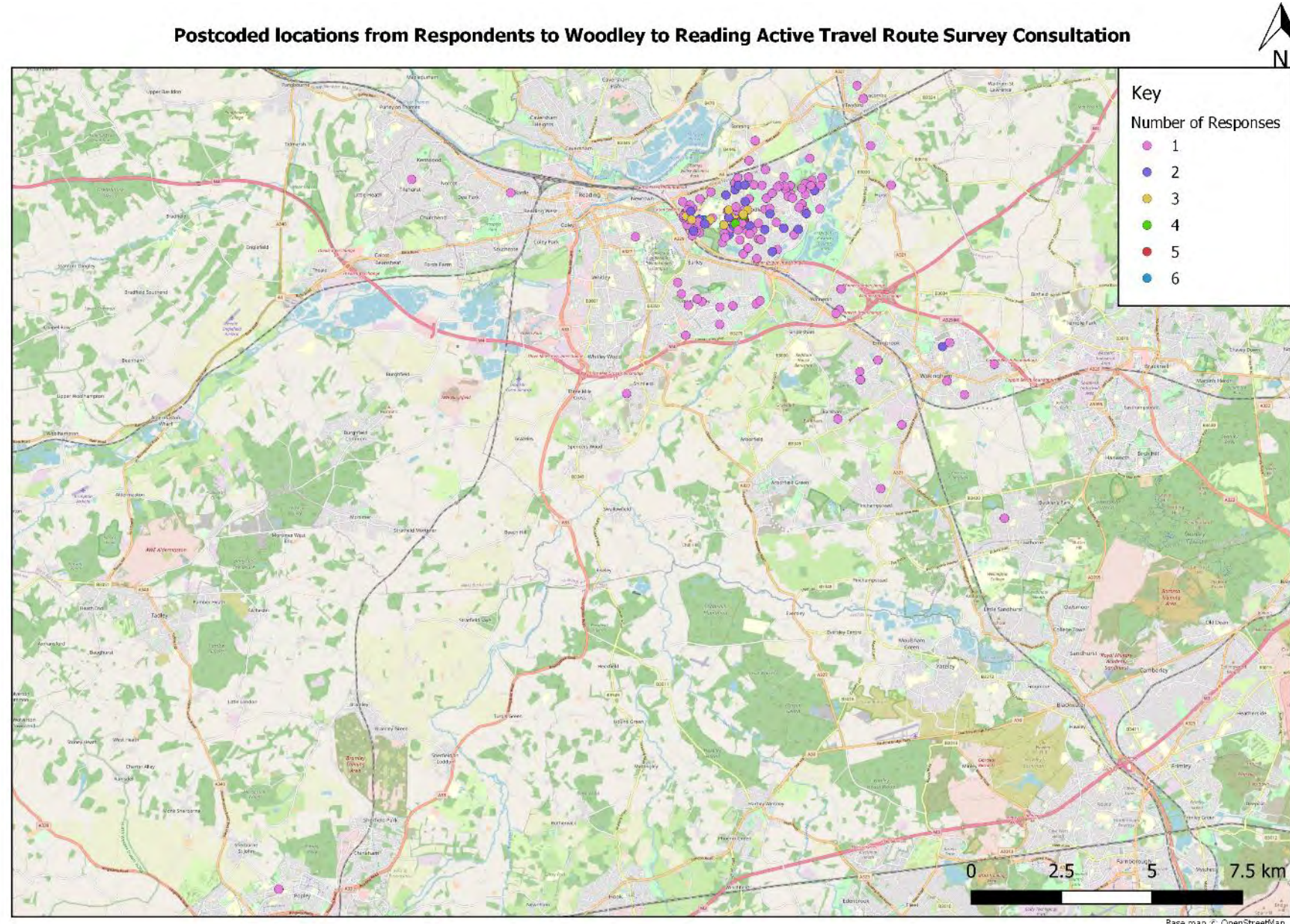
Woodley to Reading Active Travel Route – Consultation Analysis

Consultation Background

- The consultation for the Woodley to Reading Active Travel Route Scheme was held between 11th July and 19th August 2022 on the Council's dedicated engagement website (Engage).
- This was the 3rd consultation relating to this area and the Active Travel Fund.
- 256 individual responses to the consultation were received to the survey between these dates. Please note that respondents did not need to answer every question in the consultation.
- An additional 8 emails were received from the public in relation to the consultation, including one from a local residents' association.
- The full details related to the background of this consultation can be found in the Consultation Report.

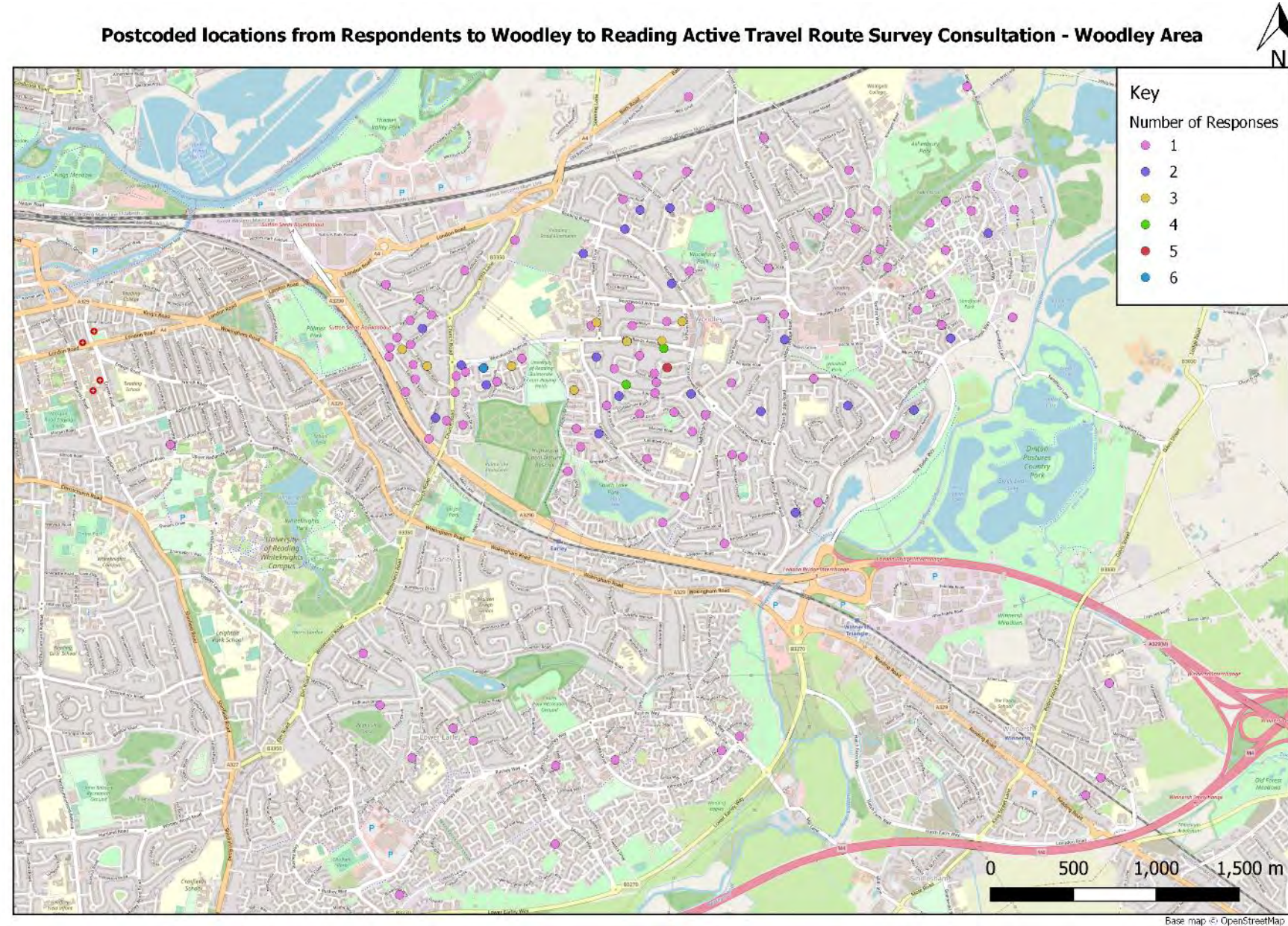
Respondent Locations

- Of the 256 responses, 201 responses included valid full or partial postcodes.
- 3 postcodes were unable to be mapped as they were invalid.
- 52 responses did not include a postcode.
- The locational information from postcodes maps the central location of the postcode. Therefore, this map shows how many responses were received from this postcode.



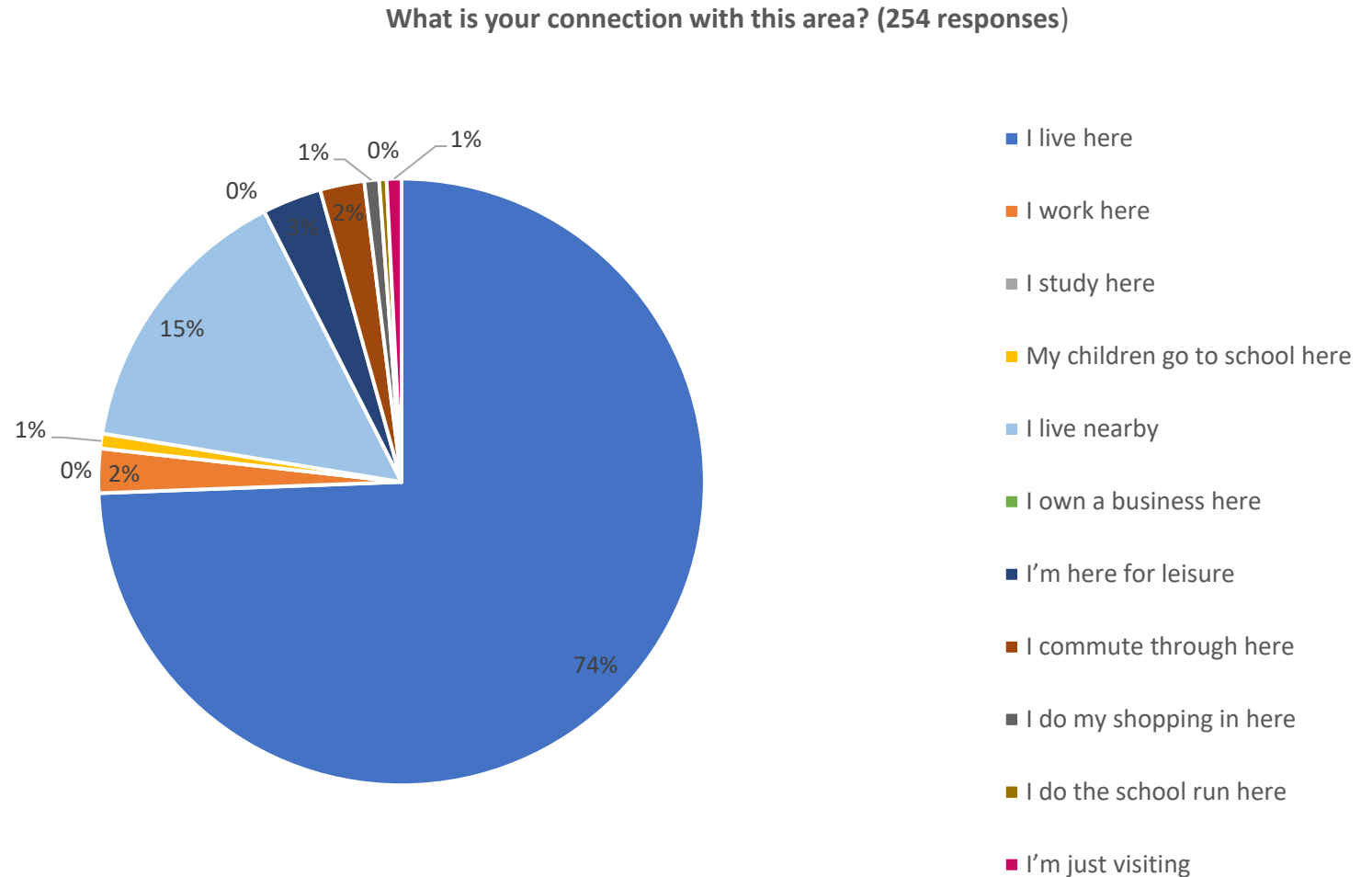
Respondent Locations

- This second map shows a closer view of responses in the Woodley Area.
- Most responses to this consultation were from within the Woodley area and in the vicinity of the proposed scheme. These are the individuals most impacted by the proposal.
- The locational information from postcodes maps the central location of the postcode. Therefore, this map shows how many responses were received from this postcode.



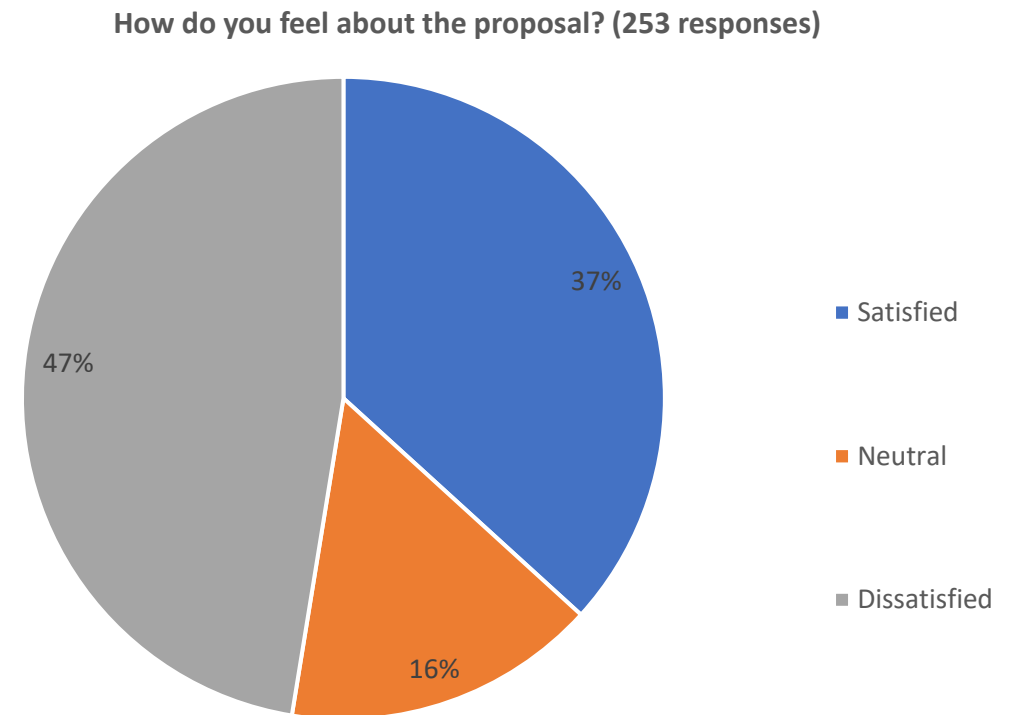
Question 1 - What is your connection to the area?

- Of the 256 responses 254 responses were received to the question “what is your connection to the area?”
- A majority of respondents (74%) stated that they “live here”. The map of the provided postcodes also demonstrates the majority of responses as from the Woodley Area.
- A further 15% of responses were from those who “live nearby”.
- This leaves a remaining 11% of responses from other categories.



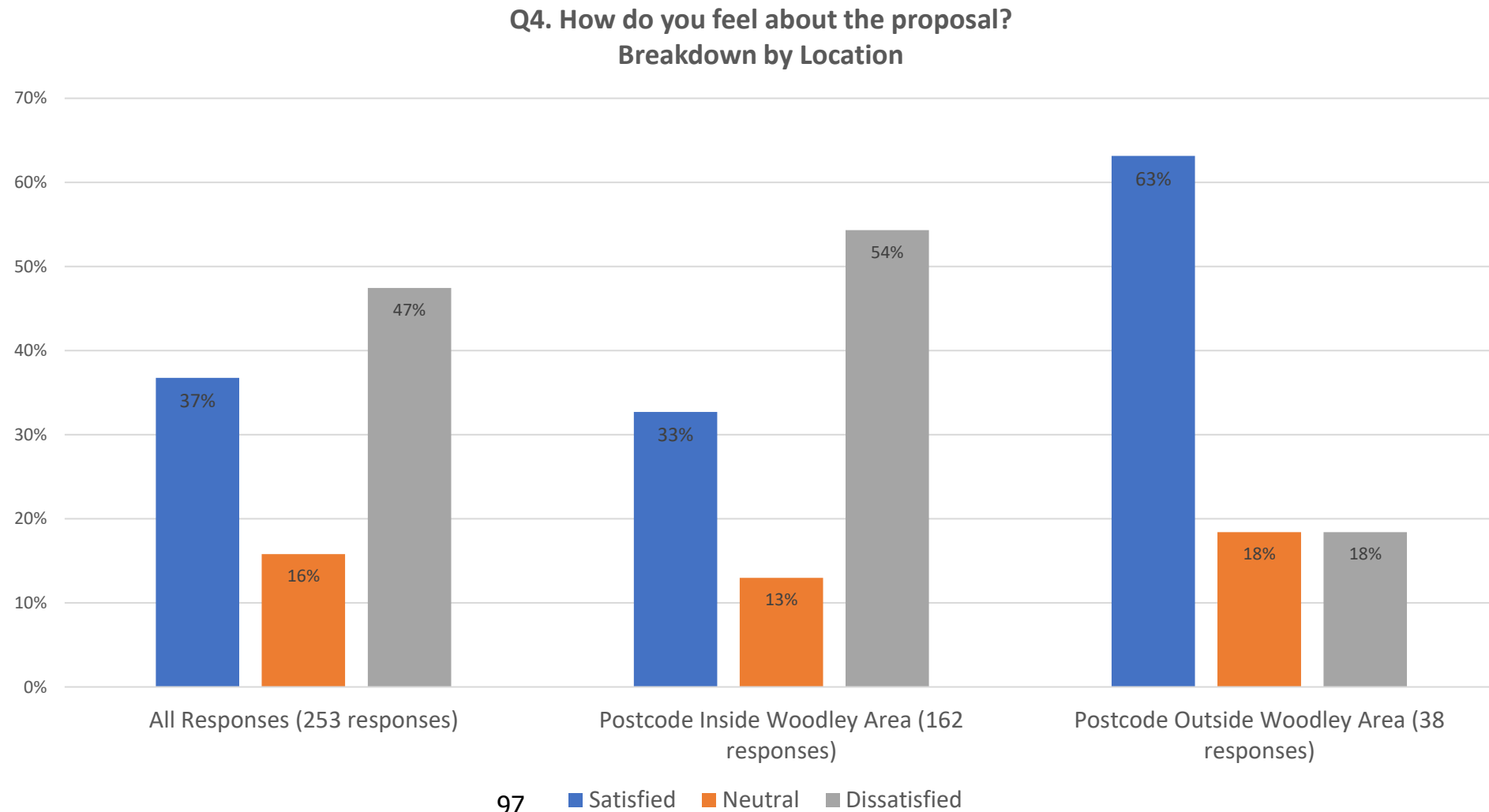
Question 4 – How do you feel about the proposal?

- Of the 256 responses 253 responses were received to the question “how do you feel about the proposal?”
- 47% of responses stated that they were “dissatisfied” with the proposal.
- 37% were “satisfied”.
- And the remaining 16% were “neutral” towards the proposal.



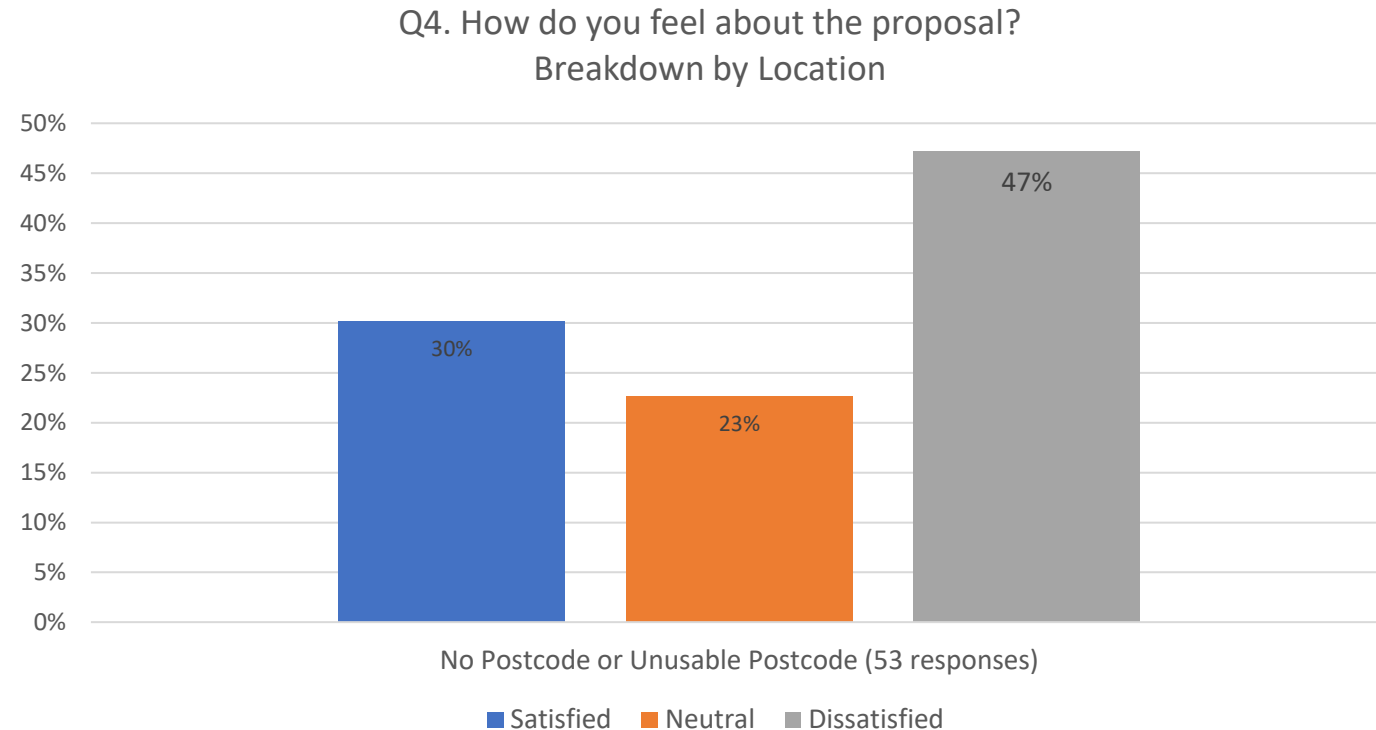
Question 4 – How do you feel about the proposal?

- Responses were then broken down by postcode information.
- These percentages removed any responses which did not answer the question.
- 38 responses were from postcodes outside the Woodley area, these individuals were mostly satisfied (63%) with the proposals, higher than the percentage satisfied overall.
- Of those responses from within the Woodley Area these were slightly more dissatisfied than the overall sentiment (54% dissatisfied compared to 47% dissatisfied overall).



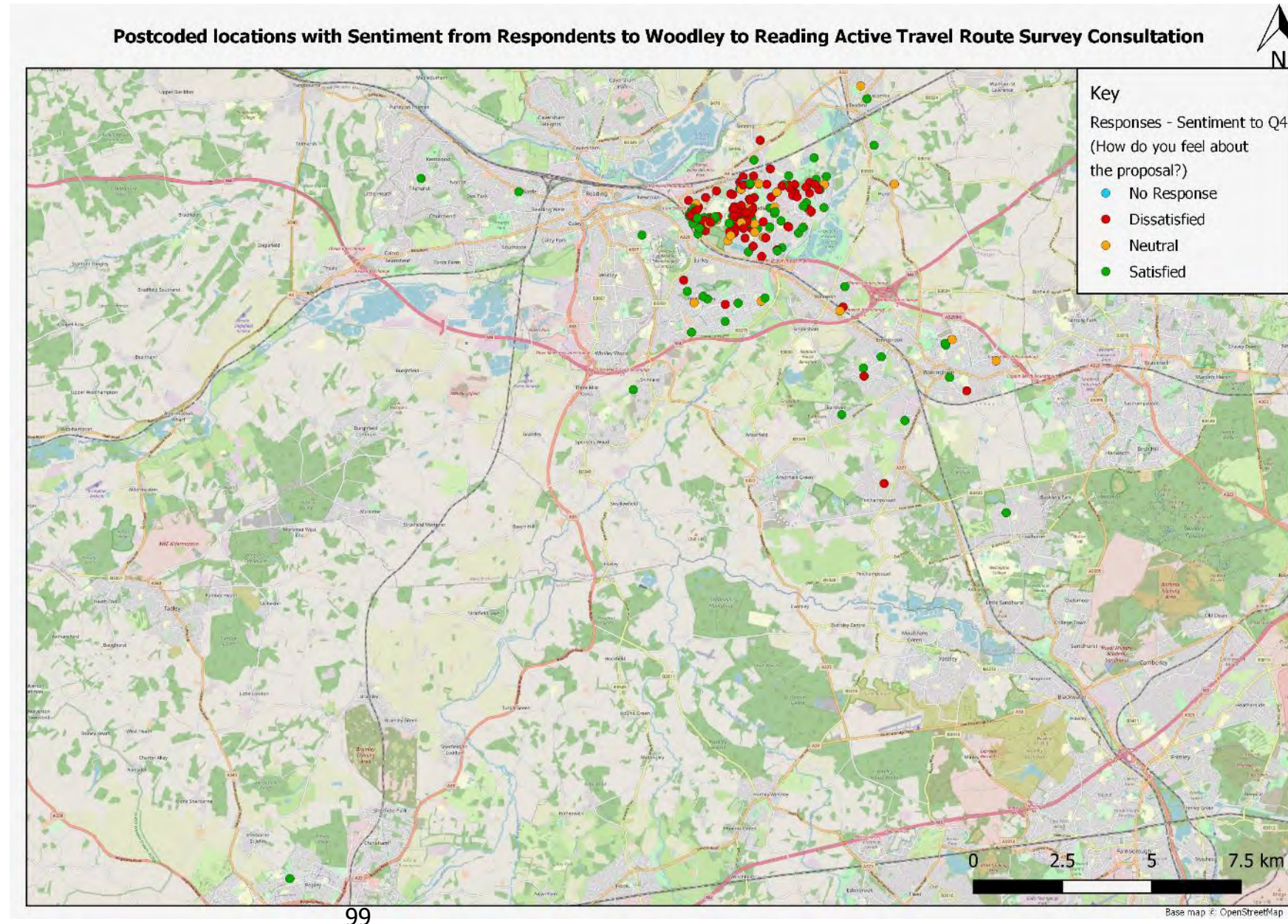
Question 4 – How do you feel about the proposal?

- It is important to note that respondents did not have to provide a postcode when responding to the survey.
- 52 responses did not include a postcode and an additional 3 responses included invalid postcodes.
- This left 55 responses without a postcode. Of these 53 respondents answered question 4.
- 47% were dissatisfied with the proposal, 30% satisfied and 23% neutral.



Respondent Locations

- To view the spread of the response to Question 4 the sentiment of responses to “how do you feel about the proposal” were mapped by postcode (where provided).
- *Note: in order to see all responses locations have been adjusted slightly from the central location of the postcode*



Respondent Locations

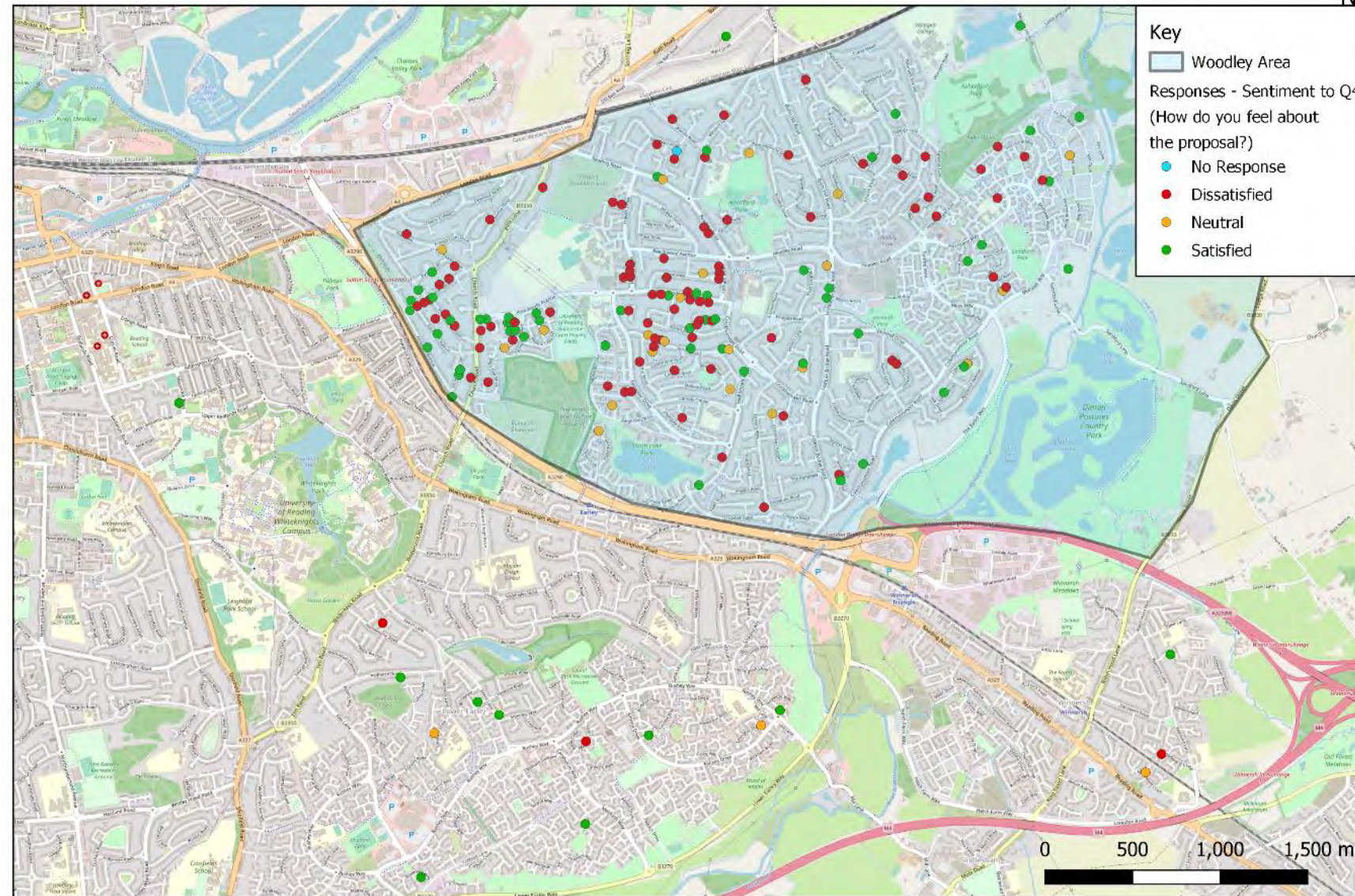
- To view the spread of the response to Question 4 the sentiment of responses to “how do you feel about the proposal” were mapped by postcode (where provided).
- Most of the responses were from within the Woodley Area and there is a mix of sentiment across the area.

Notes:

in order to see all responses locations have been adjusted slightly from the central location of the postcode

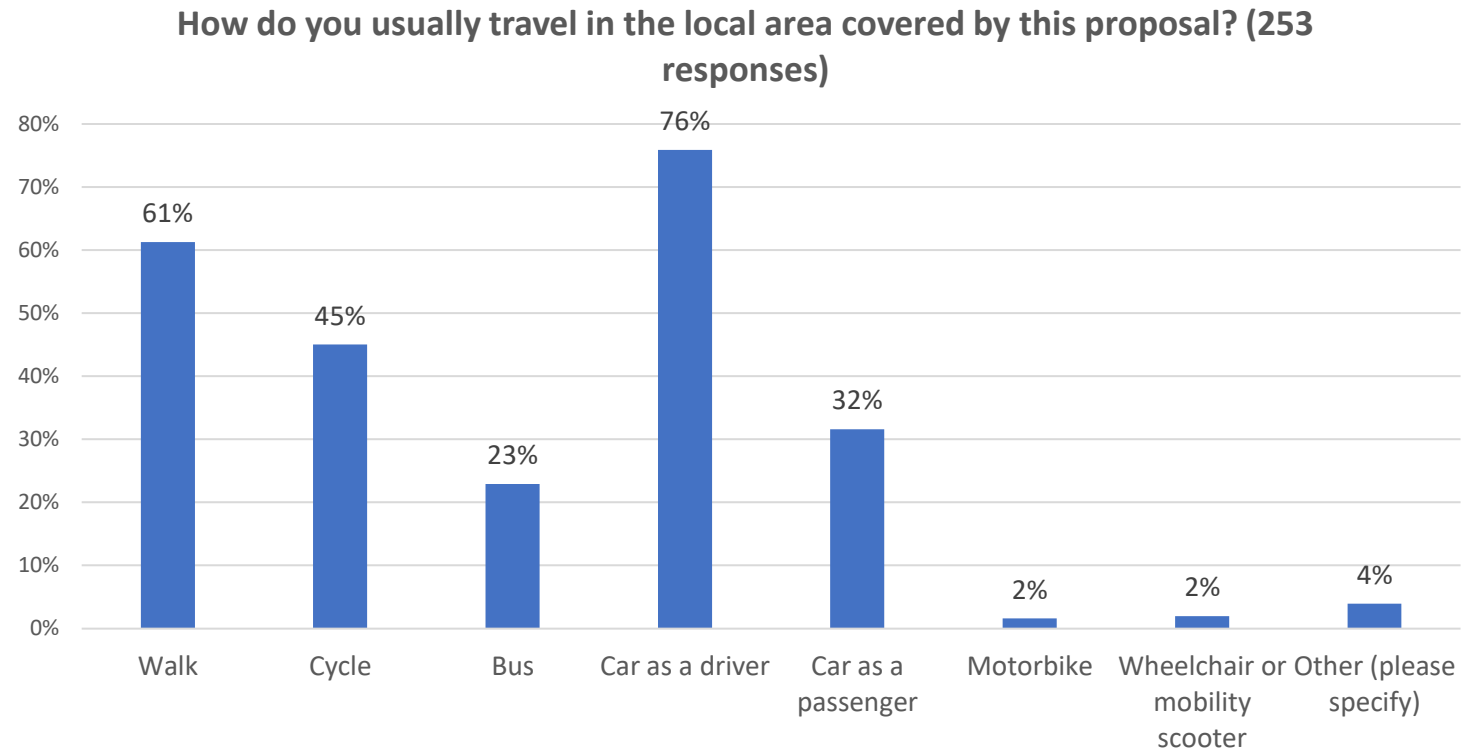
For the purpose of this analysis the “Woodley Area” is defined as shown on the plan

Postcoded locations with Sentiment from Respondents to Woodley to Reading Active Travel Route Survey Consultation - Woodley Area



Question 5 – How do you usually travel in the local area covered by this proposal?

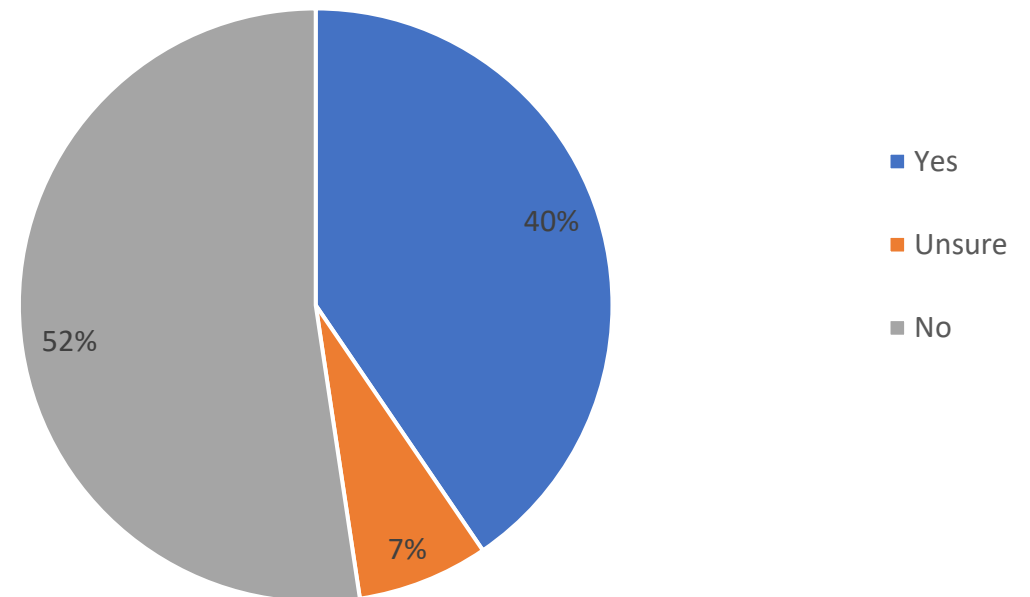
- Of the 256 responses, 253 responses were received to the question *“How do you usually travel in the local area covered by this proposal?”*.
- Respondents could choose multiple methods to capture how they travel around the local area. The 253 responses provided 618 individual travel selections.
- Travelling around the area in a car as a driver was the most common way respondents travelled in the area (76%) with the next two highest categories being walking (61%) and cycling (45%).
- Of those who stated “other” 4 travelled by other sustainable means - skateboarding (2) and running (2).



Question 6 - Do you think that the changes would improve your confidence in travelling along the route by bicycle or on foot?

- Of the 256 responses, 252 responses were received to the question “do you think that the changes would improve your confidence in travelling along the route by bicycle or on foot?”
- 40% of responses felt that their confidence would be improved with the changes,
- 7% were unsure whether their confidence would improve
- And 52% felt that their confidence would not be improved with the changes.

Do you think that the changes would improve your confidence in travelling along the route by bicycle or on foot? (252 responses)

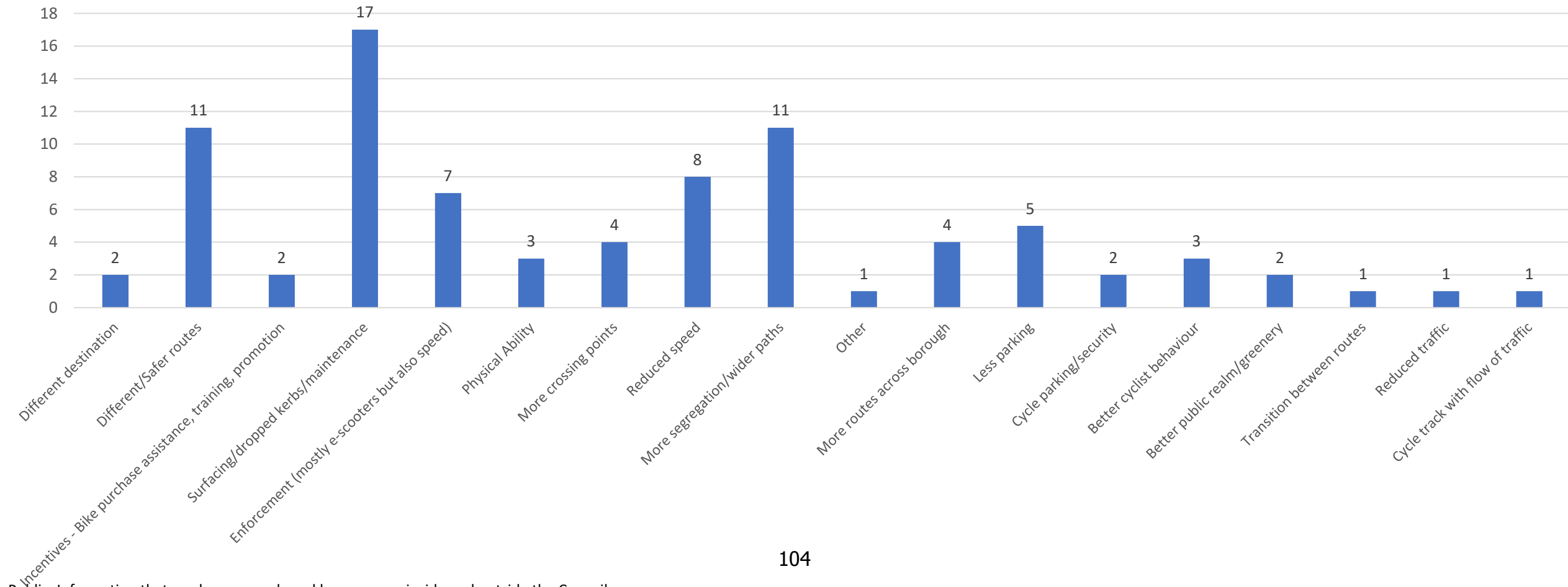


Question 7 - What else would help you to take up cycling or walking, or help you cycle or walk more often, in this area?

- Of the 256 responses, 125 free text comment responses were received to the question “what else would help you to take up cycling or walking, or help you cycle or walk more often, in this area?”
- These responses were all reviewed in detail and then categorised to capture themes within the comments. A graph showing the outcome of this categorisation is set out on the next page.
- Of the 125 responses, 64 did not respond to the question whilst the remaining top three comment categories were as follows:
 - Surfacing/dropped kerbs/maintenance (17)
 - Different/Safer route (11)
 - More segregation/wider paths (11)
- The key themes from these categories are set out in this document.

Question 7 - What else would help you to take up cycling or walking, or help you cycle or walk more often, in this area?

What else would help you to take up cycling or walking, or help you cycle or walk more often, in this area?
Comments Analysis



Question 7 - What else would help you to take up cycling or walking, or help you cycle or walk more often, in this area?

Surfacing/dropped kerbs/maintenance

- The top category for question 7 was regarding surfacing/dropped kerbs/maintenance (17).
- The key themes from these comments were the improvement of existing road or pavement conditions, the improvement of drop kerbs and the maintenance of overgrown plants impacting the highway and of leaves on the pavement.
- Many of these were fairly general with no specific location mentioned. However, the surfacing on the Addington School side of Woodlands Avenue was noted as a key concern of one respondent, with Bader Way picked out by another. Alleyways, and specifically the Town Lane alleyway, was raised in a further response.

Different/Safer route

- 11 responses commented upon different or safer routes (11).
- Key locations raised included improving the existing Town Lane cycle/pedestrian route and improvements to Pitts Lane.

More segregation/wider paths

- 11 comments were also received about more segregation or wider paths.
- Most of these comments focused on separating cyclists from pedestrians and cyclist from on road traffic.
- 5 comments mentioned about ensuring a physical separation of the cycles and pedestrian routes from traffic, this included the suggestion of at least a 1m safety gap, a fence between the road and cycle path and general physical separation.

Question 8 - To what extent do you agree with the following key walking and cycling changes being proposed?

- Seven key walking and cycle changes were proposed as part of the scheme and respondents were asked “*to what extent*” they agreed with the proposals.
- The following pages shows graphically the breakdown of the below information.

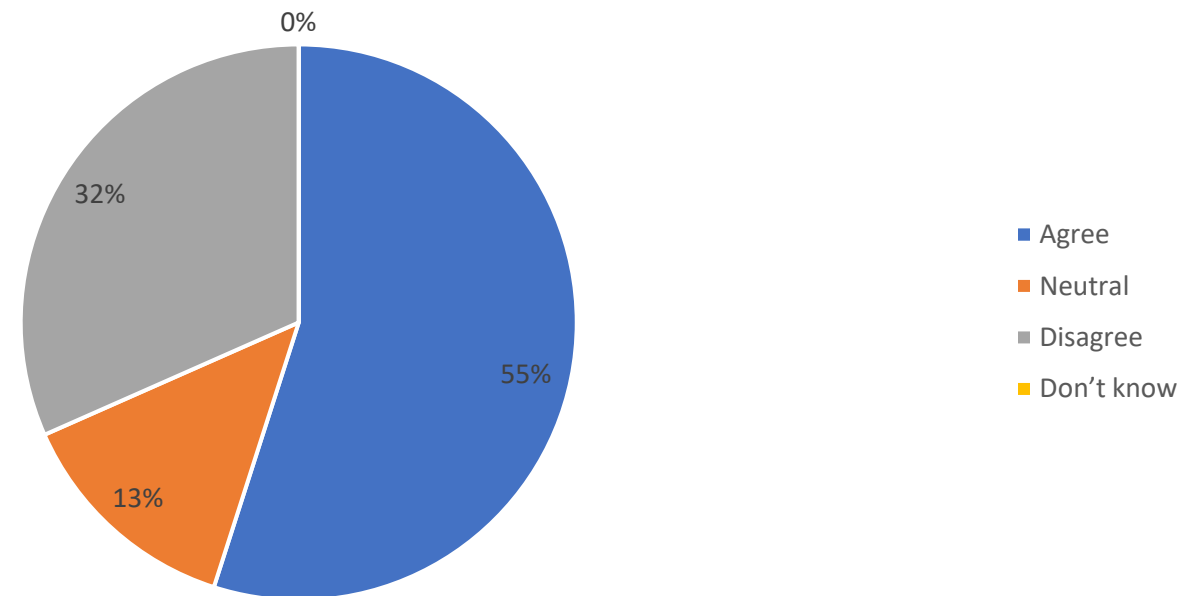
To what extent do you agree with the following key walking and cycling changes being proposed? (Percentages)					Number of Responses
Change Proposed	Agree	Neutral	Disagree	Don't know	
Reduce the speed limit to 20mph along Woodlands Avenue, Palmerstone Road and Culver Lane to improve safety, and reduce noise and carbon emissions	55%	13%	32%	0%	253
Have protected space for cycling along Woodlands Avenue, Church Road and Culver Lane with physically separated space to remove conflicts between cyclists, motorists and pedestrians, and improve comfort and safety levels	49%	10%	41%	0%	251
Keep on-road cycling on Palmerstone Road as it is a quiet road with low traffic levels and speeds	48%	29%	19%	5%	252
Install new crossings that give priority to pedestrians and cyclists at side road junctions to slow down vehicles when entering or exiting side roads and encourage vehicles to give way to pedestrians crossing the road, reinforcing the new rules of the Highway Code	60%	13%	25%	2%	252
Make changes to the bus stop layout where the cycle track is routed around the back of the bus stop to minimise any conflicts between cyclists, motor traffic and pedestrians, and improve comfort and safety	54%	15%	26%	5%	251
Create new and improved crossing points to improve safety for pedestrians and cyclists	68%	15%	16%	1%	253
Include new areas of planting and greenery to compensate for any trees we need to remove as part of the project	76%	11%	13%	0%	252

Question 8 - To what extent do you agree with the following:

Reduce the speed limit to 20mph along Woodlands Avenue, Palmerstone Road and Culver Lane to improve safety, and reduce noise and carbon emissions

- Of the 256 responses 253 responses were received to the question asking how much the respondent agreed with the above statement.
- 55% of respondents agreed with reducing the speed limit to 20mph.
- 13% were neutral about the proposal.
- 32% disagreed with the plans to reduce the speed limit.

Reduce the speed limit to 20mph along Woodlands Avenue, Palmerstone Road and Culver Lane to improve safety, and reduce noise and carbon emissions (253 responses)

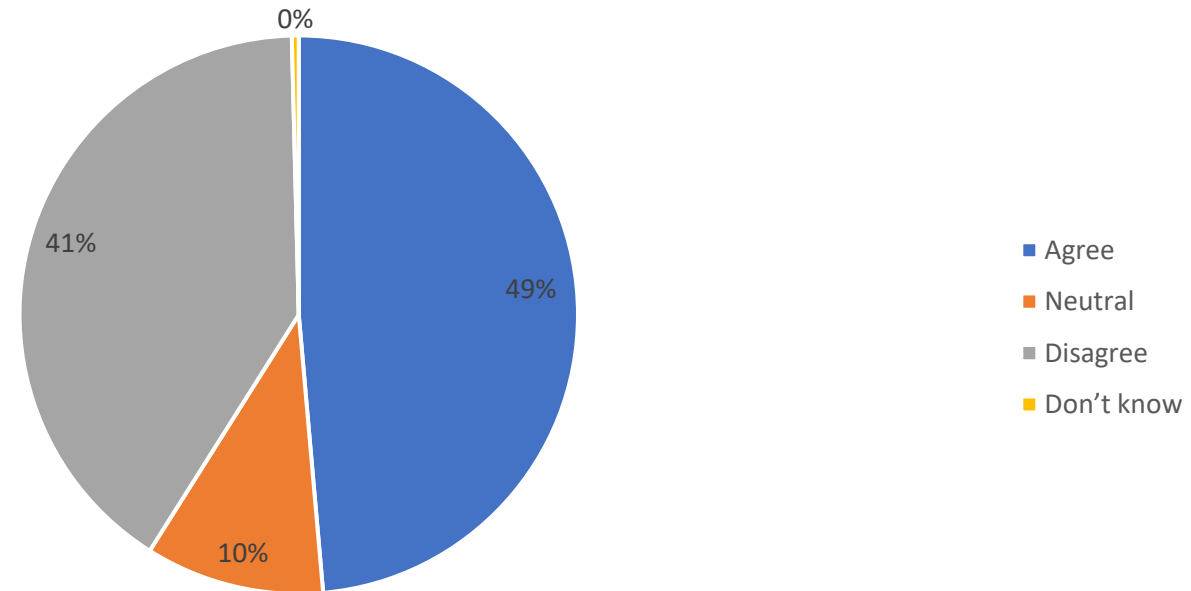


Question 8 - To what extent do you agree with the following:

Have protected space for cycling along Woodlands Avenue, Church Road and Culver Lane with physically separated space to remove conflicts between cyclists, motorists and pedestrians, and improve comfort and safety levels

- Of the 256 responses 251 responses were received to the question asking how much the respondent agreed with the above statement.
- 49% agreed with protected space for cycling along the relevant streets.
- 10% were neutral toward the idea.
- 41% disagreed with the plans to separate cyclists from other road users.
- This was the most controversial of the statements that respondents were asked their sentiment about. Although nearly half of responses were in agreement 41% disagreed with the proposals.

Have protected space for cycling along Woodlands Avenue, Church Road and Culver Lane with physically separated space to remove conflicts between cyclists, motorists and pedestrians, and improve comfort and safety levels (251 responses)

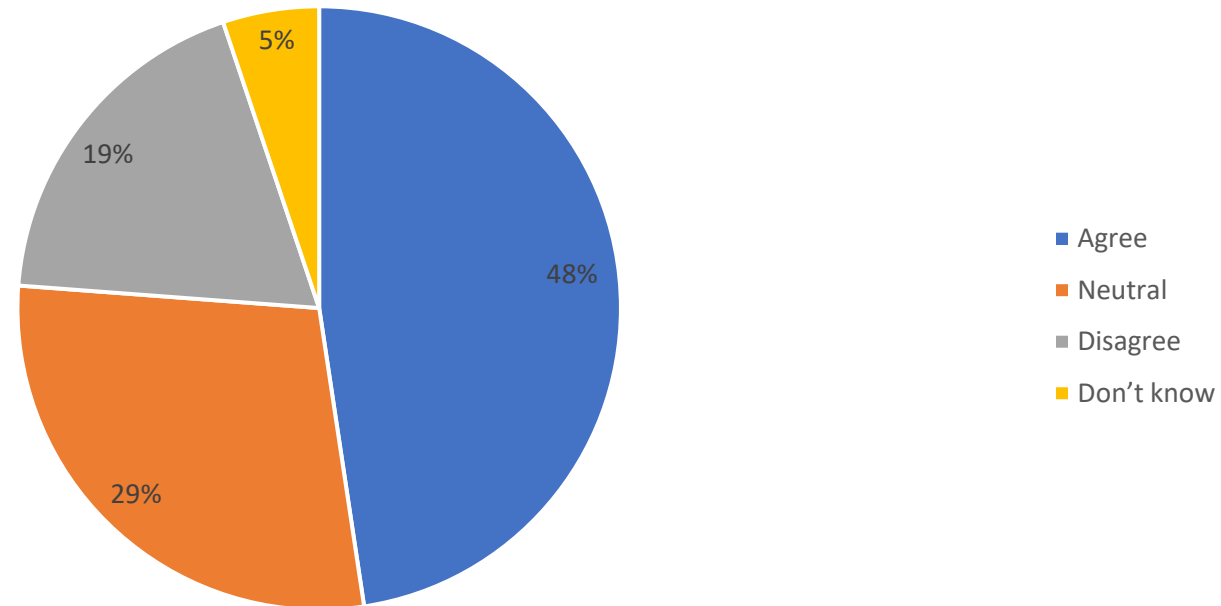


Question 8 - To what extent do you agree with the following:

Keep on-road cycling on Palmerstone Road as it is a quiet road with low traffic levels and speeds

- Of the 256 responses 252 responses were received to the question asking how much the respondent agreed with the above statement.
- 48% agreed with keeping on-road cycling on Palmerstone Road.
- 29% were neutral toward this plan.
- 19% disagreed with this proposal.
- 5% of responses to this proposal were “don’t know”.
- This proposal had the most neutral response with nearly 1/3 of responses (29%) feeling neutral toward the proposal.

Keep on-road cycling on Palmerstone Road as it is a quiet road with low traffic levels and speeds (252 responses)

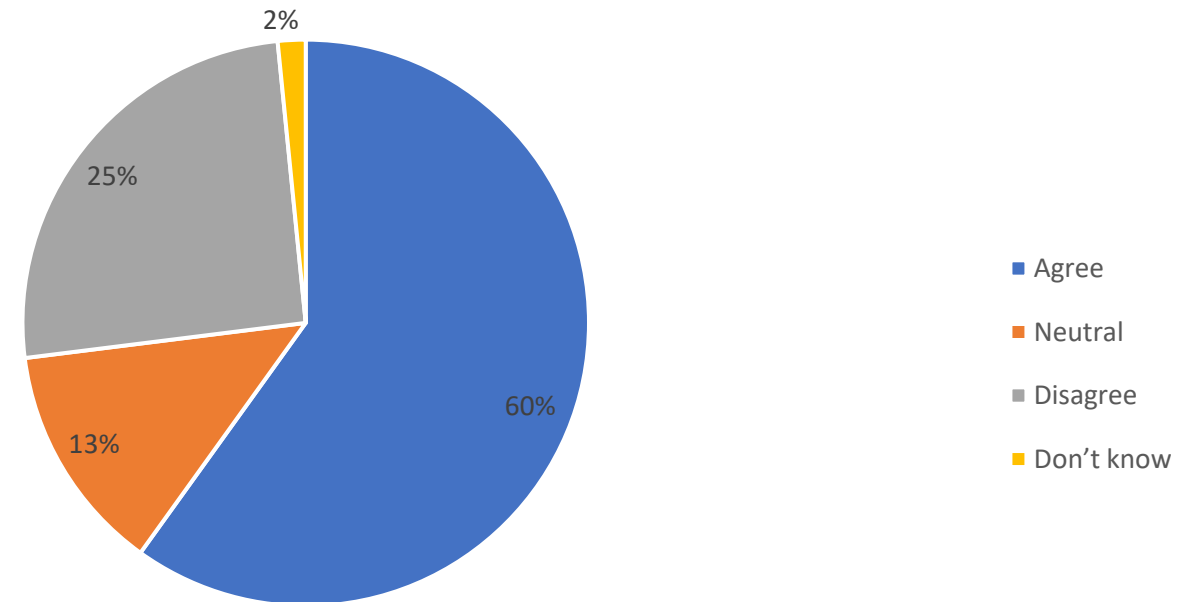


Question 8

- To what extent do you agree with the following:
Install new crossings that give priority to pedestrians and cyclists at side road junctions to slow down vehicles when entering or exiting side roads and encourage vehicles to give way to pedestrians crossing the road, reinforcing the new rules of the Highway Code

- Of the 256 responses 252 responses were received to the question asking how much the respondent agreed with the above statement.
- 60% of responses agreed with the proposal to install new crossings at side roads.
- 13% were neutral towards this plan.
- 25% of responses disagreed with the proposal.
- 2% did not know what they thought about the new crossings.

Install new crossings that give priority to pedestrians and cyclists at side road junctions to slow down vehicles when entering or exiting side roads and encourage vehicles to give way to pedestrians crossing the road (252 responses)

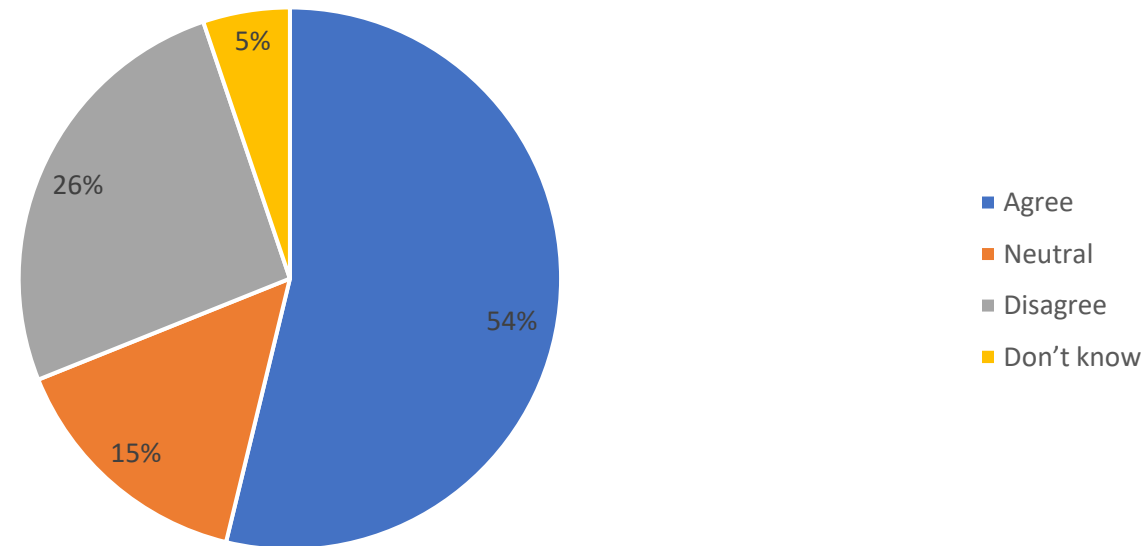


Question 8 - To what extent do you agree with the following:

Make changes to the bus stop layout where the cycle track is routed around the back of the bus stop to minimise any conflicts between cyclists, motor traffic and pedestrians, and improve comfort and safety

- Of the 256 responses 251 responses were received to the question asking how much the respondent agreed with the above statement.
- 54% of responses agreed with making changes to the bus stop layout.
- 15% were neutral towards the proposal.
- 26% disagreed with the plans.
- 5% did not know what they thought about the proposals.

Make changes to the bus stop layout where the cycle track is routed around the back of the bus stop to minimise any conflicts between cyclists, motor traffic and pedestrians, and improve comfort and safety (251 responses)

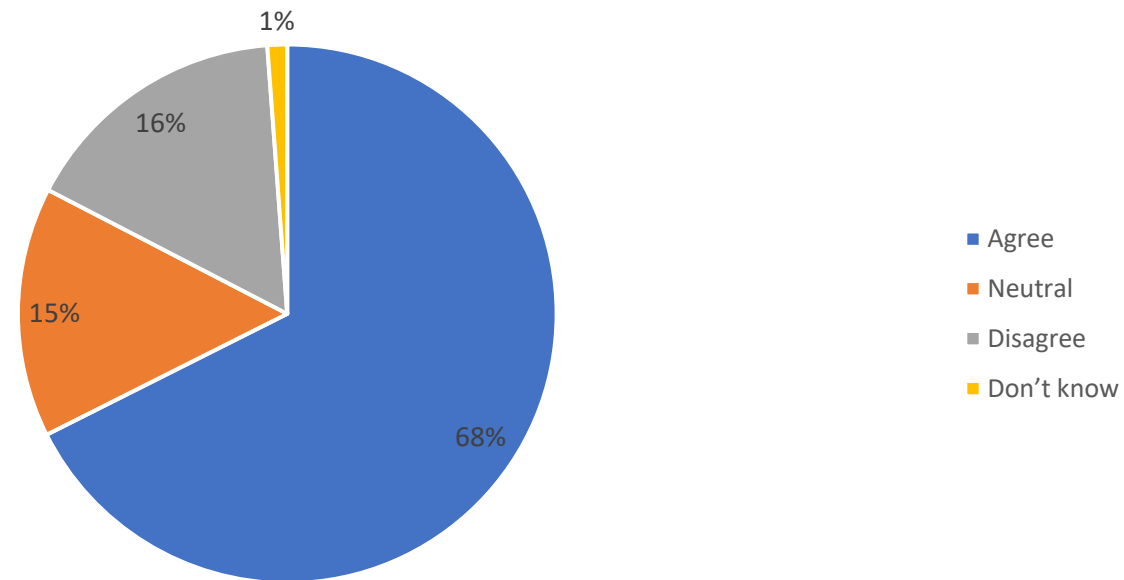


Question 8 - To what extent do you agree with the following:

Create new and improved crossing points to improve safety for pedestrians and cyclists

- Of the 256 responses 253 responses were received to the question asking how much the respondent agreed with the above statement.
- 68% agreed with the proposal to create new and improved crossing points.
- 15% were neutral towards the plans
- 16% disagreed with implementing new or improved crossings
- 1% did not know how they felt towards the proposal.
- This was the second most popular proposal with only 16% disagreeing with the plans and over 2/3 of responses agreeing with these plans.

Create new and improved crossing points to improve safety for pedestrians and cyclists
(253 responses)

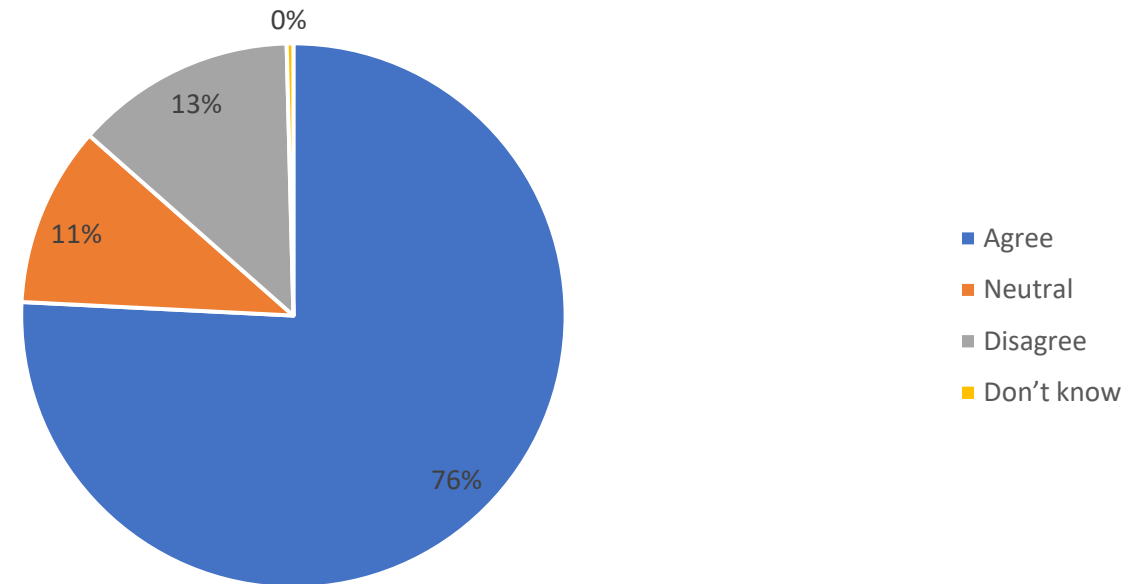


Question 8 - To what extent do you agree with the following:

Include new areas of planting and greenery to compensate for any trees we need to remove as part of the project

- Of the 256 responses 252 responses were received to the question asking how much the respondent agreed with the above statement.
- 76% of responses agreed with the proposal to include new areas of planting and greenery. 11% were neutral towards the plans.
- 13% disagreed with the proposals. It is likely that this group disagreed as they were negative towards any trees being removed for the scheme.
- This was the most popular of the proposals with over 3/4 of responses being positive towards the proposals.

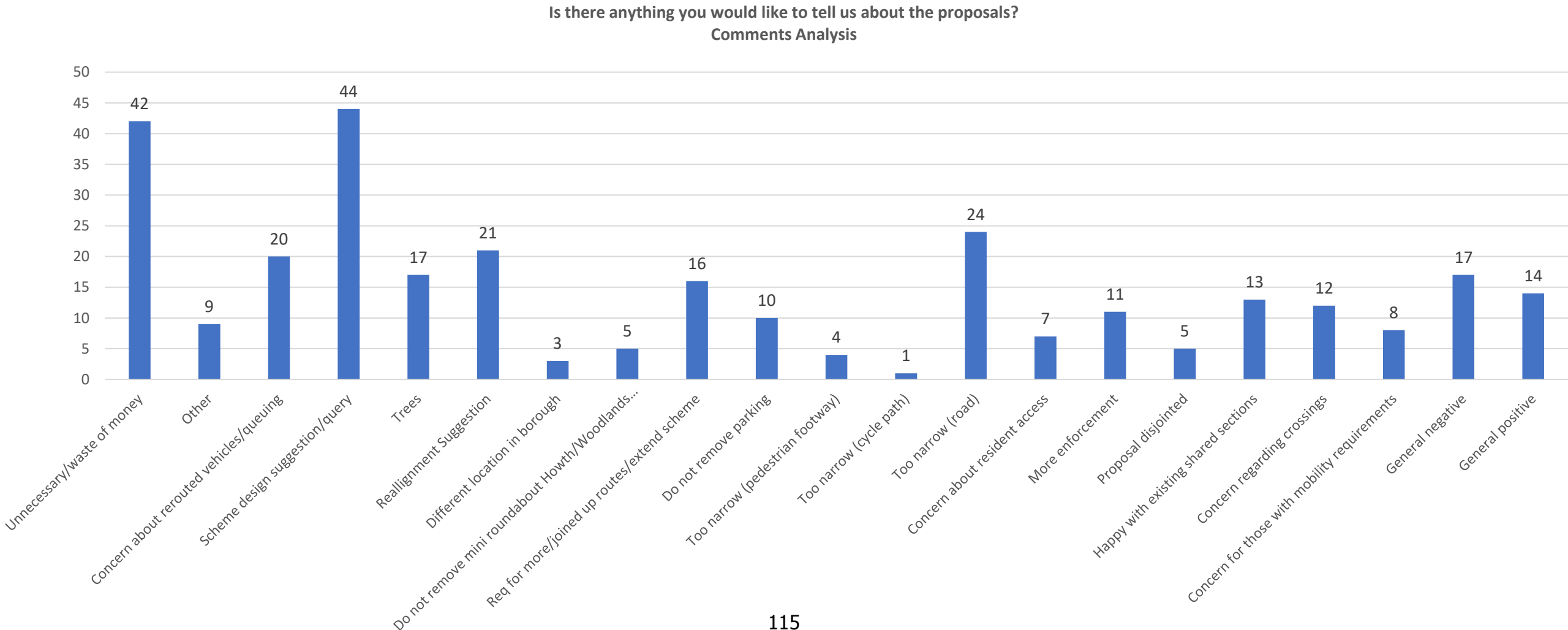
Include new areas of planting and greenery to compensate for any trees we need to remove as part of the project (252 responses)



Question 9 - Is there anything you would like to tell us about the proposals?

- Of the 256 responses, 181 free text responses were received to the question “is there anything you would like to tell us about the proposals?”
- These responses were then categorised and a graph showing the outcome of this categorisation is set out on the next page.
- The “General” categories were only used when these comments did not fit into other categories.
- The top three comment categories were as follows:
 - scheme design suggestion/query (44)
 - unnecessary/waste of money (42)
 - Too narrow (24)
- A later page sets out the key themes within these categories.

Question 9 - Is there anything you would like to tell us about the proposals?



Question 9 - Is there anything you would like to tell us about the proposals?

Scheme design suggestion/query

- The top category for question 9 was regarding surfacing/dropped kerbs/maintenance (44 comments).
- These comments covered a large number of suggestion types and specific design queries. Some of the key themes included suggestions related to crossings, including a couple of comments specifically requesting traffic light controlled crossing types rather than zebra crossings due to safety concerns.
- Some respondents were concerned with breaks to the cycle route and how this could cause conflict, for instance, at the Church Road / Woodlands Avenue junction.
- Several comments were recommending moving either parts, or large sections, of the route to other streets such as to Beechwood Avenue or Howth Drive.
- There was also a concern over several responses regarding the Railway Bridge on Culver Lane with suggestions of how to improve this area, or queries on how this bridge will be handled.

Unnecessary/waste of money

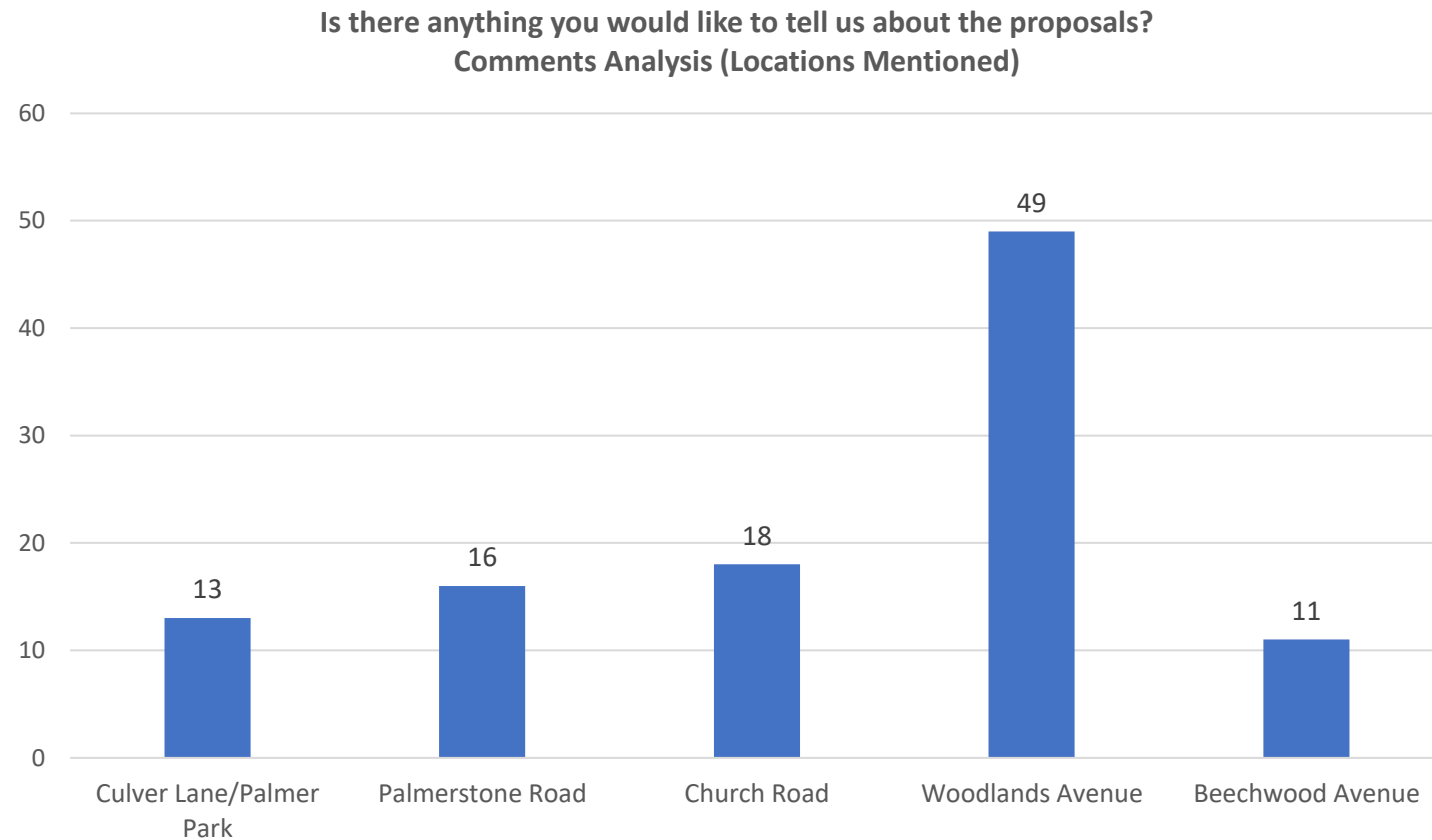
- This category was the second more popular category for comments at 42 categorisations.
- These comments mostly stated that they felt the works were unnecessary and that it was a waste of money to implement this scheme. Many of these comments felt that the present provision of shared pedestrian and cycle facilities are sufficient.

Too Narrow (road)

- There were 24 comments in which respondents expressed their concern that the road would be too narrow.
- There was a key concern that the narrowing of the road would cause disruption and be dangerous for all road users especially for deliveries, emergency services and refuse collections.
- These comments were mostly related to Woodlands Avenue, however, some were referring to Church Road.

Question 9 - Is there anything you would like to tell us about the proposals?

- Where comments also included specific key locations these were also categorised.
- Across the 181 responses to question 9, 105 locations were specifically mentioned.
- Of which Woodlands Avenue (49 mentions) was the most popular area to discuss as this is the street most impacted by the proposals.
- The 11 comments about Beechwood Avenue were mostly surrounding the view that this would be a better alternative to Woodlands Avenue for the cycle route.
- 18 comments were made about Church Road. A majority of these considered the crossings proposed on the street and had a mix of views about the location and type of these. Some respondents were concerned about the impact of the crossings at the Church Road / Woodlands Avenue junction and some respondents wanted different crossing types.



Emails

- Further to the consultation 8 emails were received during July and August about the scheme.
- Of these two stated they had already responded to the consultation but had queries.
- Of the six remaining emails the comments were categorised as the following:
 - 5 had a scheme design suggestion or query,
 - 3 suggested scheme realignment,
 - 1 was a request not to remove parking,
 - 1 concern was raised regarding crossings

Organisations/groups

- One email was received from a group/organisation in the area: the ACER (dated 5th August 2022) – The Whitegates Residents Association. A large part of the scheme runs through the Whitegates area.
- In addition, 2 of the 252 responses were stated as being on behalf of an organisation, these were one response each for:
 - Reading Buses
 - Sustrans
- The following summarises the comments received

Organisations/groups

The organisations/groups made the following comments:

- Bus Stops moved onto the carriageway from a bus lay-by may cause congestion, particularly at school start and finish times. However, the respondent does state that this would be a benefit for the bus departing the stop as the bus would already be in the carriageway.
- Concern regarding alternative routes should bus diversion be required and the width of these (Woodley Town Centre to Howth Drive section) and Woodlands Avenue.
- One stated that the “scheme looks fantastic” and that they were looking forward to seeing how the route ties in with other improvements in Wokingham.
- The cycle lane is disjointed and discontinuous due to the junctions and the new physical and visual separation (300mm wide kerb) for the roads and cycleways is inadequate.
- One was pleased with the pedestrian crossings across Church Road and Woodlands Avenue.
- Palmerstone Road is unsuitable for a primary cycle route and Anderson Avenue is more suitable than Palmerstone Road for a primary cycle route.
- Extending the double yellow lines outside the corner shop on Palmerstone Road/Culver Lane will lead to cars parking on these lines, causing a hazard. Other concerns regarding to Parking issues related to vans, taxis and mini cabs.
- The proposed traffic scheme at the end of Culver Lane under the railway bridge is objected to for a number of reasons including safety concerns.
- The loss of lay-by's next to Bulmershe Parkland is unacceptable – at least two disabled bays should be retained.
- Visual appeal on Woodlands Avenue will be diminished, the 20mph speed limit will not be obeyed.
- The bollards need to be retained on Woodlands Avenue.

Provided by Wokingham Borough Council ASB team

Woodley Statutory ASB

This report highlights good news and problem areas. Problem areas are those with more than 5 incidents reported to WBC ASB Team.

Subject	Problem Areas	Work Done	Comment
Court Cases	Strawberry Local, Howth Road	Breach of S.34 (Business Waste Management) Several reports of dirty & waste accumulation at this shop	Business owner continue to improve on waste management. He initially produced a Recycling Bin and was advised that was not enough. An inspection in February 2025 discovered that he now has a General Waste Bin as required. ASB continue to monitor.
Graffiti	<i>We do not remove graffiti from private property - where possible, we will inform the private landowner of the graffiti and encourage them to arrange for its removal.</i>		
	No issues of concern		
Fly Tipping	<i>CCTV requests are received. We prioritise repeat locations throughout the Wokingham Borough. We do not confirm or deny the presence of CCTV in the location. We put signs but we do not remove them when CCTV has left the location.</i>		
	Drovers Way	Fly Tipping in service road	CCTV was removed and left one dummy one - no reports of fly tipping.
	Car Park At Kingfisher Drive, Woodley	Bottle bank location	Reports of fly tipping has reduced significantly even after CCTV was removed
	Headley Road – Library Bottle Banks	Fly Tipping behind shops.	£400 Fixed Penalty Notice was issued and paid – Offender from Carlton Close, Woodley
	Headley Road – Library Parade	Private Carpark	Reports reduced after ASB Team work with property owners, residents and Business

	Loddon Vale Shopping Centre	Bottle Bank	High on fly tipping reports. CCTV installation on plan. £400 Fixed Penalty Notice issued and paid by family from Constable Close, Woodley
Noise	<i>In noise cases, officers need to witness the noise being complained of from the complainant's premises before formal actions can be instigated. A nuisance diary form must be complete over three weeks and then return to WBC. This will assist officers with their investigations.</i>		
	Headley Road East Gemini Road Viscount Way	Noise, Dust, Vibrations from construction Site a	No new reports
	Knowle Road, Woodley	Constant Loud Music	No New reports
	Peel Close, Woodley	Loud Music and Shouting	No New reports after work from Social Services and ASB Team.
	Redwood Avenue, Woodley	Dog Barking	Several Reports from one complainant. ASB Team have been to monitor – no evidence obtained
Abandoned Vehicles	<i>When the vehicle owner has been identified that vehicle ceases to be abandoned. WBC has no power over vehicle with no Tax or MOT. These should be reported to DVLA</i>		
	Junction of Wheble Drive / Bruce Road	Abandoned Vehicle	There have been more than average reports of abandoned vehicles at this location. Most of the reports have been closed as parking issues and callers advised to report to DVLA for no tax / Mot on vehicles. One abandoned vehicle removal by WBC
Other ASB			
	Silver Fox Crescent, Woodley	Rats' infestation on several houses. Source identified	Work between ASB Team, and Social Services resolved this issue. No more new reports.
	133 Loddon Bridge Road	Several Police related ASB	Property is next to alleyway connecting Loddon Bridge Road and The Close Woodley -

			reports of youths making noise and throwing objects at this property. Police and ASB Team Working together. Housing department erected a wooden fence around the property. ASB Team put CCTV. No new reports after CCTV installation.
	Kingfisher Drive	House and rear garden in poor condition	Several reports have come in regarding a house in Kingfisher Drive. - Water leaking on neighbouring property - worried building might collapse - Rear garden is a “forest” which might bring vermin ASB Team, Environmental Health and Social Services working together to solve this issue.

Category	Total
E01 Accumulation of Waste / Items	6
E04 Bonfire	4
E13 Odour	2
E15 Asbestos	1
E19 Illegal Encampments	1
E21 Drainage	1
E23 Light Nuisance	2
E29 Air Quality - Domestic	1
E31 Fly Tipping	52
E32 Abandoned Vehicles	36
E33 Vehicle Parking Issues	2
E34 Graffiti	1
E35 Section 34 Check	1
N01 Noise - Alarms	2
N07 Noise - Plant/Machinery (mobile) eg construction site	4
N08 Nuisance - People	14
N09 Noise - Music	6
N10 Noise - Party	1
N12 Noise - Fireworks	1
N14 Noise - Vehicle Noise	3
N16 Noise - DIY	1
N17 Noise - Unidentified/Other	1
P03 Rat Infestation - Advice only	5
P04 Other Pest Control	2
Grand Total	150

Figures from September 2024

ENFORCEMENT NOTIFICATIONS - 4th March 2025

Below are the details of potential planning enforcement issues / breaches of planning permission which have been reported by members of the public to Wokingham Borough Council and are awaiting investigation / resolution.

ADDRESS	POTENTIAL BREACH REPORTED
35 Crockhamwell Road, Woodley RG5 3LE	Dormer windows installed without obscure glass as per planning permission and height
14 Cornfield Road, Woodley RG5 4QA	Caravan on drive being lived in without permission
182 Reading Road, Woodley RG5 3AA	Encroachment onto neighbouring property
Headley Road East, Woodley RG5 4SN	Construction using Gemini Road as a cut through
10 The Ridgeway, Woodley RG5 3QD	Erection of unauthorised dwelling

ENFORCEMENT CLOSURES - 4th March 2025

Below are outcomes / resolutions in relation to planning enforcement issues / breaches of planning permission which have been reported by members of the public to Wokingham Borough Council.

ADDRESS	POTENTIAL BREACH REPORTED	INVESTIGATION OUTCOME / RESOLUTION
Emmanuel Church Centre, South Lake Crescent, Woodley RG5 3QW	Breach of condition parking	Application submitted
Emmanuel Church Centre, South Lake Crescent, Woodley RG5 3QW	Portakabins on site without planning permission	Application submitted
Headley Road East, Woodley RG5 4SN	Construction using Gemini Road as a cut through	No breach
30 Western Avenue, Woodley RG5 3BH	Extension work not in accordance with approved plans - encroachment	No breach
Pitts Works, 107 Colemans Moor Road, Woodley RG5 4DA	Breach of condition 7 CEMP 180988 - wheel washing	Voluntary compliance
106 Colemans Moor Road, Woodley RG5 4DA	Breach of condition - wheel washing	Voluntary compliance
23 Tippings Lane, Woodley RG5 4RX	Site being cleared without permission	No breach
14 Cornfield Close, Woodley RG5 4QA	Penalty charge notice served	Notice served
65 Quentin Road, Woodley RG5 3NE	Condition 2 - 3 month period to complete render	No breach
Loddon Vale House, Hurricane Way, Woodley RG5 4UX	Building work on site without permission	No breach