



## Pinewood Community Liaison Group agenda

Date: Thursday 5 May 2022

Time: 5.00 pm

Venue: **The Ballroom, The Ballroom, Pinewood Studios, Pinewood Rd, Slough, Iver SLO ONH** (<https://pinewoodgroup.com/studios/pinewood-studios/how-to-find-us>)

<https://pinewoodgroup.com/media/6139/pw-pinewood-studios-site-map-inc-p1-p2-new2019-r8.pdf>

### Attendees:

R Bagge, C Beary (Iver Village Residents Association), D Brackin (Fulmer Village Parish Council), K Brown (Iver Parish Council), J Cook (Iver Parish Council), L Finan (Fulmer Parish Council), C Gibson (Colne Valley Park), C Lawson Gray (Fulmer Parish Council), P Griffin, Dr W Matthews, M Pearce (Orchard Park Residents Association), S Simkins (Fulmer Parish Council), A Smith, P Stanhope (Iver Parish Council) (Iver Parish Council), L Sullivan and A Wilson (Iver Heath Residents Association)

<b>Agenda Item</b>	<b>Page No</b>
<b>1 Apologies</b>	
<b>2 Declarations of Interest</b>	
<b>3 Minutes of the last meeting</b>	<b>3 - 10</b>
<b>4 Annual review of the terms of reference</b> There are no changes to the terms of reference but they are attached as part of an annual review.	<b>11 - 14</b>
<b>5 Progress from Pinewood</b> <ul style="list-style-type: none"><li>• SHUK / Pinewood South</li><li>• Project Infinity</li><li>• Workshop 160 Planning Application</li><li>• PSDF Permissive Path</li></ul>	

- Five Points Roundabout
- A415 and Fulmer Road Safety
- Signage

**6 Items from Parishes**

- Elizabeth Line staff and community transport

**7 Agenda Items for Next Meeting**

**8 Date of Next Meeting**

To be confirmed.

If you would like to attend a meeting, but need extra help to do so, for example because of a disability, please contact us as early as possible, so that we can try to put the right support in place.

For further information please contact: Katherine Farooqi on 01895 837205, email [clare.gray@buckinghamshire.gov.uk](mailto:clare.gray@buckinghamshire.gov.uk).



## Pinewood Community Liaison Group minutes

Minutes of the meeting of the Pinewood Community Liaison Group held on Wednesday 19 January 2022 in Via MS Team, commencing at 5.00 pm and concluding at 6.15 pm.

### Attendance

R Bagge, C Beary, J Cook, C Gibson, P Griffin, Dr W Matthews, M Pearce, A Smith and P Stanhope (Iver Parish Council), Melvin, S Dutfield, B Robinson, C Urry, C Gray, K Farooqi, G Vincent, R Shwili, P Vahey, J Turner, C Owen, A Joynt and A Smith.

### Agenda Item

#### 1 Apologies

Apologies received from Alan Wilson and Cllr Luisa Sullivan.

#### 2 Declarations of Interest

Andrew Smith declared an interest as a Member of Buckinghamshire Council's Growth Board.

#### 3 Minutes of the last meeting

The Minutes of the Meeting held on 8 September 2021 were agreed as a correct record.

#### 4 Progress from Pinewood

Andrew Smith Corporate Affairs Director, Pinewood Studios, reported the new Community Outreach Officer would hopefully be in post by 14<sup>th</sup> February and the post holder would be announced in due course.

The presentation started with an image of tree planting in the Ivers to mark the Queen's platinum jubilee. Councillors and Community Boards were encouraged to help facilitate tree planting.

Jason Turner, Development Manager, Pinewood Studios, gave a presentation on Project Infinity. There are 5 stages under construction across Pinewood West. V & W Stage near the Black Park boundary, X & Y Stage near the Pinewood Road Entrance and Z Stage alongside 007 Stage. Stage V & W started in September 2020 and the building is one large building split into two stages. Cladding and Concrete walls were substantially complete and the roofs are currently being installed. The ancillary buildings around the stages are underway and finishing touches to the inside and Mechanical and Electrical installation still remain. This progress is broadly the same

across all of the Project Infinity Stages and would be ready to use by the end of summer 2022.

During discussion the following points were noted:-

- A query was raised regarding the permissive path map and if the Pinewood Studios Development Framework (PSDF) referred to the north of the site. The construction of the path had gone out to tender with the expectation for work to start at the end of February /beginning of March. It was expected the path would be ready to use by summer 2022. It was reiterated this would not be a bridle path and the walking path would be made from stone crush located outside of the boundary fence.
- Concern was raised regarding the proposed permissive path not providing disability access. It was confirmed it was not a planning requirement for the path to be DDA (Disability Discrimination Act) compliant. In addition, the path would need to be significantly changed to allow disability access as there were a change in ground level. During discussion Members agreed a survey of the path could be undertaken and this could be revisited as part of the Seven Hills Roundabout Project as the highway would be widened. Officers raised the point that the permissive path was on private land and consideration as to how making this path DDA complaint would need to fit into the footpath infrastructure as earlier points in the path were unlikely to be accessible for people with disabilities. Revisiting this would significantly delay the project and a bid to the Community Board would need to be made for any additional funding required.
- During phase 3 residents, last November there were discussions with residents of Pinewood Green regarding the building cladding at the studios. The resident's main concerns focused on the plan for palisade fencing around the field which would have changed the aesthetics of the area. It was decided the palisade fencing would move inwards towards Pinewood Studios and post and rail fencing would surround this moving outwards to improve the outlook for residents.

## **5 PSDF presentation update on Permissive Path and Phase 3 Trees and Planting**

Andrew Joynt, Pinewood Studios gave a presentation on Phase 3 trees and planting. It was confirmed palisade fencing would be screened by planting and woodland. Some key statistics on planting were listed below:

- 114 scattered trees through the grassland planted at 4 metres high with 18% evergreen.
- 2700 square metres of new woodland planting altogether.
- 750 square metres new scrub planting.
- 15% of the woodland mix planted at 3.5 metres high.
- Scattered trees 4 metres high on the bund.
- 15% of the woodland trees would be evergreen and 10% scrub land to be evergreen.
- 130 metres of new hedgerow to run along the fence line.
- 4000 new native trees and shrubs to be planted at the South and East side of the new studios.

A query was received about meshing around the fencing and the accessibility of animals. It was confirmed the palisade fencing took out three stays to provide mammal gaps. The post and rail fences with meshing would prevent litter but mammals would still be able to move freely.

There was concern around the number of TPO trees that had died and if these would be replaced once phase 3 started to the current growth they should be had they not died. In addition, there was a request to consider the maintenance of planted trees to prevent decay and death. There would be advance planting on the southern boundary as there would be no ground disturbance if this area was planted first. Furthermore, the landscape contractor would include a year's maintenance of the trees and this would be part of the planning conditions going forward. The plan would include information on what trees were being removed.

There was a request for an update on Seven Hills. This was part of the screen hub application and would be delivered later as part of that application. Five Points Roundabout was part of the PSDF and would be delivered earlier as part of that framework.

It was advised there was currently no update on Alderbourne Farm.

An update on the Screen Hub was provided. Buckinghamshire Council Strategic Sites Committee approved the application at their last meeting. The decision would now be considered by the Secretary of State for Levelling Up, Housing and Communities. The draft Section 106 agreement was available on public access. After a query it was confirmed the Secretary of State had been provided with the information and no judgement to approve or call in the decision had been made or any timeframes provided. The Group would be notified as soon as they heard anything.

The Five Points Roundabout Scheme provided mitigation as part of the PSDF and would be presented to the Strategic Sites Committee with the target date for a decision at their meeting on 24<sup>th</sup> March 2022. It was confirmed the application was the same as the one approved in 2013 by the Council with a minor change to the crossing to remove the island to make it safer.

Concerns were raised regarding Five Points Roundabout and drainage. Delays to the construction of the roundabout and the status of the drainage survey were queried.

- Concerns were expressed over the maintenance of the drainage system and who was responsible. The officer advised highways would need a section 278 agreement and technical approval to ensure the drainage standards were met, the site was previously reviewed in 2018. Pinewood Studios would be required to ensure that the new junction can be appropriately drained. Officers confirmed that in 2018, when Pinewood Studios were originally looking to implement Five Points Roundabout, TfB had put aside funding to carry out maintenance to the highway drainage system. Officers confirmed that discussions were taking place to see whether a similar arrangement can

be reached to align with the delivery of the works.

- There was a query about the timeframe for construction if planning permission had been granted. The detailed design tender for construction had gone out and the work was expected to take under a year to complete. In the contract the construction company would need to provide a community liaison officer to keep all parties up to date with the project. The tender process was subject to planning permission being granted.
- Concerns were raised about the capacity of the drainage system and if this particular area were part of the Council's budget plans. The officer confirmed that the Council has significantly invested in the maintenance of highway drainage.
- There was a query relating to the number of trees removed to construct the Five Points Roundabout. Jason Turner, Development Manager Pinewood Studios confirmed he would have to report back on this at a later date including replanting.
- A Member pointed out if the Five Points Roundabout construction was approved the work would commence next financial year which would require Transport for Bucks to allocate funding. It was confirmed there was ample funding for drainage however, funding would be based on a prioritisation system, and it was noted once work had commenced an assessment would be required by officers to establish costs. The officer confirmed the budget was based on a prioritisation system which was why it was important to make representations to ward councillors to put local issues forward, however there was flexibility in the budget and funds could be advanced.
- Andrew Smith, Corporate Affairs Director at Pinewood confirmed he had asked for a meeting with the Buckinghamshire Council Cabinet Member for Transport to discuss the safety of the A412 and drainage would be added to the agenda.

Concern was raised about a potential pollution leak into the water at Black Park and if this had been investigated. The Corporate Affairs Director reported that the leak was vegetable dye due to an incident relating to the wardrobe department. The Environmental Agency and park rangers were informed immediately after the incident and the vegetable dye was removed from the water within 48 hours. The Pinewood team would discuss lessons learnt at their internal meeting.

A query was raised regarding Pinewood's directory of businesses listed at site. Concern was expressed that a particular company listed an address at Pinewood however did not operate from site. In addition, certain companies were not respectful of the area and a Member enquired if there was a code of conduct for HGV drivers. In response, It was noted that there was limited control over delivery drivers, however all residents were encouraged to report poor driving to the police. Construction and HGV vehicles were advised to avoid Alderborne and Fulmer village and studio regulations forbade vehicles using Pinewood Green. Any companies falsely reporting to be tenants of Pinewood should be reported to the Corporate Affairs Director at Pinewood Studios as legal action could be taken against them.

A Member requested an update on fire safety precautions on site at Pinewood. It was advised there was a fire in two workshops at Pinewood East, the fire was extinguished but reignited 48 hours later. The fire and rescue service investigation found no fault with procedures and it was determined an internal door was left open. Pinewood employed a team of onsite fire safety officers.

The report was noted.

**6 Agenda Items for Next Meeting**

A Member asked if an item could be included on the agenda regarding an alert system for residents to inform them if there were health and safety issues at Pinewood.

**7 Date of Next Meeting**

A date was suggested in end of March early April 2022 to be confirmed.

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8 February 2022

Cllr Ralph Bagge  
 Chairman  
 Pinewood Studios Community Liaison Group  
 Buckinghamshire Council  
 Gatehouse Road  
 Aylesbury  
 HP19 8FF

**Pinewood Studios: Community Liaison Group**

Further to the Community Liaison Group (CLG) meeting held on 19 January 2022, we are pleased to set out our response to the issues raised by CLG members and the public.

Following a review of our notes, this letter responds to the following issues raised:

1. Realignment of Phase 3 fence to curve the South East corner;
2. Option for PSDF Permissive Path to be DDA compliant; and
3. Fire Safety and notification system to residents.

**1. Realignment of Phase 3 fence to curve the South East corner**

Following our decision to replace the outer security fence from the existing palisade to a wooden farm style fence to improve the aesthetics for the residents of Pinewood Green, Pinewood has also agreed to review options to realign the profile of the South East corner to provide a curve instead of a 90 degree corner.

This is still being reviewed internally with input from our ecology consultants LUC. Once an internal decision has been reached for a new fence alignment, we will share our proposals with the residents in the first instance then the CLG.

**2. Option for PSDF Permissive Path to be DDA compliant.**

As outlined within the CLG there is no requirement from Buckinghamshire Council for the permissive path to be DDA compliant. There are no other DDA compliant footpaths in the interconnecting network and there would be design and ecology complications in delivering such a path. This is because the ground is not level and the proposal would require the provision of wheelchair accessible lifts and the removal of trees to provide a wider path.



Given the complications, ecology impact and not wanting to delay the construction and opening of the path, we are not looking to deliver a DDA compliant path. Therefore, we are proposing to deliver a path as outlined to the CLG and in alignment with Buckinghamshire Council's requirements to satisfy our PSDF planning obligation.

### **3. Fire Safety and notification system to residents.**

Notification to local residents is only regulatory required where the location is a Top Tier COMAH (Control of Major Accident Hazards) site, which would have a Public Information Zone (PIZ). In these locations residents would be informed of any significant incidents that could impact them. Examples of Top Tier COMAH sites include; fuel depots, nuclear sites, chemical plants.

In these locations there would be a requirement to involve the community in local emergency planning and consultation of risks with the Local Authority Emergency Planning team.

Although Pinewood is not a Top Tier Risk COMAH, if a significant fire were to break out that could result in a public health/safety requirement, action and notification would be the responsibility of the Local Authority Incident management team.

As witnessed with the recent fire at Pinewood East, we acted in line with our normal communication procedure by providing a statement on our website and providing a notification via social media platforms.

A handwritten signature in blue ink, appearing to read "Andrew M Smith", with a horizontal line underneath.

**Andrew M Smith OBE DL**  
**Corporate Affairs Director**

**APPENDIX 1****Terms of Reference for the Pinewood Community Liaison Group**

The key aim of the community liaison group is to act as a link between Pinewood and the community agreed in 2014 by the Secretary of State.

**1. This will be achieved by:**

- 1.1. Assisting Pinewood to engage with the community and Sharing information and keeping communities informed of issues which affect them.

**2. Membership**

2.1. The group will include representatives from:

- Pinewood, the developer and its contractors
- A representative from Fulmer, Iver, Wexham Parish Council
- Buckinghamshire Council – four Members (following the Council on 26 May 2021 the following Members were appointed; Ralph Bagge, Paul Griffin, Wendy Matthews, Luisa Sullivan

External organisations will also be encouraged to attend such as Iver Health and Fulmer Residents Associations (Chairman, Member of Secretary) and Colne Valley Park and Iver Heath Fields Association

**3. Reporting and Minutes**

- 3.1. Agendas will be agreed prior to the meetings. All representatives will be invited to submit items for the agendas 10 clear working days in advance of meetings
- 3.2. Minutes will be issued following each meeting and it is the responsibility of each organisation's representatives at the meeting to ensure they share these with the people/groups they represent.
- 3.3. Agreed minutes will be published on the Buckinghamshire Council website.

**4. Frequency, Date and Timings of Meetings**

- 4.1. Timing and dates of meetings will be agreed by the community liaison group at each meeting. The first meeting is expected to take place following the delivery of full planning permission.

**5. Chairing**

- 5.1. The Chairman will be appointed by the Leader of Buckinghamshire Council.
- 5.2. The Chairman will:
  - Encourage respect and motivation
  - Ensure all members of the group are heard
  - Ensure the group adheres to its terms of reference

**6. Public Attendance and Questions**

- 6.1. The public and press are welcome to attend all meetings

- 6.2. Questions must be about PSDF and must not be defamatory, frivolous or offensive. Similarly, any question which requires the disclosure of confidential or exempt information will not be accepted.

**7. Behaviour and Code of Conduct**

- 7.1. Members of the community liaison group should conduct themselves with mutual respect for each other and for guests at meetings.
- 7.2. All members will have equal opportunity to voice and advance their views.
- 7.3. The spirit of the group is that of mutual support and constructive collaboration.
- 7.4. Where applicable, members of the community liaison group are expected to abide by the code of conduct of their organisation.

**8. Review and Monitoring**

- 8.1. The effective operation of this body will be reviewed as necessary every year.

**Pinewood Community Liaison Group: Invitees**

	<b>Organisation</b>	<b>Name</b>
<b>Buckinghamshire Councillor</b>	Iver  Stoke Poges and Wexham	Councillor Luisa Sullivan Councillor Wendy Matthews Councillor Paul Griffin  Councillor Ralph Bagge
<b>Parish Councillor representatives</b>	Fulmer	Councillor Susie Simkins Councillor Finan Councillor David Brackin Councillor Charles Lawson Gray
	Iver	Councillor Julie Cook Councillor Peter Stanhope Councillor Ciaran Beary Councillor Kevin Brown
	Wexham	Councillor Melvin Pearce
<b>Developer</b>	Pinewood Studios Group Director Group Community Liaison Development Manager	Andrew Smith  Dan Burton Jason Turner Matt Wright
<b>Community</b>		Carol Gibson – Colne Valley Park Alan Wilson, Lorraine French - Iver Heath Residents Association Ann Mayling – Iver Heath Fields Liaison Committee
<b>Officers</b>	Buckinghamshire Council Head of Planning and Development Localities Communications (+ Democratic Services Officer)	Christine Urry  Katie McDonald/Simon Garwood Rachel Prance Clare Gray

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