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NOTICE OF MEETING

CABINET

will meet on

THURSDAY, 27TH APRIL, 2017

At 6.30 pm

at

MAIN HALL, FOREST BRIDGE SCHOOL, CHILTERN ROAD, MAIDENHEAD, SL6 1XA

TO: MEMBERS OF CABINET

COUNCILLORS SIMON DUDLEY, CHAIRMAN (CHAIRMAN)
PHILLIP BICKNELL, (HIGHWAYS AND TRANSPORT)
DAVID COPPINGER, (ADULT SERVICES & HEALTH INCLUDING SUSTAINABILITY)
CARWYN COX, (ENVIRONMENTAL SERVICES INCLUDING PARKING)
GEOFF HILL, (CUSTOMER AND BUSINESS SERVICES, INCLUDING IT)
DEREK WILSON, (PLANNING)
NATASHA AIREY, (CHILDREN'S SERVICES)
MJ SAUNDERS, (FINANCE)
SAMANTHA RAYNER, (CULTURE & COMMUNITIES)
JACK RANKIN, (ECONOMIC DEVELOPMENT AND PROPERTY)

PRINCIPAL MEMBERS ALSO ATTENDING: COUNCILLORS CHRISTINE BATESON (NEIGHBOURHOOD PLANNING AND ASCOT & SUNNINGS), LISA TARGOWSKA (HR & LEGAL), DAVID EVANS (MAIDENHEAD REGENERATION AND MAIDENHEAD) AND STUART CARROLL (PUBLIC HEALTH AND COMMUNICATION))

DEPUTY LEAD MEMBERS: Councillors Ross McWilliams (Policy & Affordable Housing), Malcolm Alexander (Streetcare & Windsor), Hari Sharma (Bus Champion), Marius Gilmore (Manifesto Delivery), Mike Airey (Conservation), David Evans (School Improvement), Jack Rankin (Finance), David Hilton (Ascot Regeneration)

Karen Shepherd - Democratic Services Manager - Issued: Wednesday, 19 April 2017

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Karen Shepherd** 01628 796529

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Royal Borough
of Windsor &
Maidenhead

AGENDA

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7. LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

To consider passing the following resolution:-

"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 8-9 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act"

PART II

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MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in discussion or vote at a meeting.** The term 'discussion' means a discussion by the members of meeting. In order to avoid any accusations of taking part in the discussion or vote, Members should move to the public area or leave the room once they have made any representations. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: 'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: 'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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Agenda Item 3

CABINET

THURSDAY, 23 MARCH 2017

PRESENT: Councillors Simon Dudley (Chairman), David Coppinger (Vice-Chairman), Phillip Bicknell, Carwyn Cox, Geoff Hill, Derek Wilson, Natasha Airey, MJ Saunders and Samantha Rayner

Principal Members also in attendance: Christine Bateson, Lisa Targowska, David Evans and Stuart Carroll

Deputy Lead Members also in attendance: Councillors Marius Gilmore and David Hilton

Officers: Rob Stubbs, Alison Alexander, Russell O'Keefe, Kevin McDaniel, Karen Shepherd, Mary Severin, Andy Jeffs and Chris Andersen.

ONE MINUTE SILENCE

Members observed a one minute silence in memory of those who had lost their lives in the terrorist attack in London the day before.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Rankin and Councillor Jones.

DECLARATIONS OF INTEREST

Councillor Dudley declared a personal interest in the item 'Forest Bridge School' as he was a founder and former governor at the school. For transparency, he left the room for the duration of the discussion and voting on the item.

MINUTES

RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 23 February 2017 be approved.

APPOINTMENTS

None

FORWARD PLAN

Cabinet considered the contents of the Forward Plan for the next four months and noted the changes that had been made to the plan since the last meeting. In addition it was noted that:

- The item 'School Meals Catering Contract' would be presented to Cabinet in April 2017.
- The item 'Response to DfT Consultation on a Third Runway' would be presented to Cabinet in April 2017.

- The item 'Windsor Coach Park / Alexandra Gardens / Riverside Area Project - Feasibility Work' would be presented to the Cabinet Regeneration Sub Committee on 2 May 2017.
- The item 'Public House Article 4 Directions' would be presented to Cabinet in May 2017.
- The item 'Joint Minerals and Waste Local Plan – Issues and Options Consultation' would be presented to Cabinet on 25 May 2017

CABINET MEMBERS' REPORTS

A) COUNCIL MANIFESTO TRACKER

Members considered details of progress that had been made against the Council's 137 manifesto commitments. The Deputy Lead Member highlighted that 20% of commitments had already been met, a 5% increase since the last report. A further 77% were on target to be delivered by April 2019.

Cabinet was addressed by Margaret Morgan. Ms Morgan referred to Manifesto Commitment (08.05):

'Further enhance our parks and open spaces through drinking fountains and other fountains / water feature'

The expected outcome was 'Three more water fountains and 2 public fountains installed by September 2017' and that the Previous Significant Next Action (SNA) was 'Consultation on Commonwealth fountain options (Ongoing).' Ms Morgan asked what were the options and where were they to be located?

The Lead Member for Culture and Communities explained that two drinking fountains had been installed at Oaken Grove and Datchet Riverside. The council was looking for a third site. A fountain had been installed on Clarence roundabout and another was being put in at Oaken Grove. Following internal consultation with the Mayor who had originally put forward the idea, it had been decided not to pursue the Commonwealth fountain. The Chairman suggested the fountain was a good idea and asked for more work to be undertaken on the idea. Ms Morgan commented that if the idea were to be pursued, improved consultation would be important. Simply advertising in a local newspaper was not sufficient. Funding also needed to be appropriate in times of austerity.

The Lead Member for Culture and Communities highlighted increased services in libraries. The Lead Member for Customer and Business Services explained that six processes under Channel Shift had been released, with a further eight to be available by the end of April 2017. The website had been completely revamped and residents were using the new digital services.

The Lead Member for Children's Services explained that the commitment to reward teachers was amber, following feedback from headteachers that they would prefer to recognise teams or departments. The scheme was therefore under review. The council was also collaborating with WAM Get Involved to highlight opportunities to volunteer in schools. In relation to the commitment to increase promote school choice, the letters expressing local interest in pursuing selective education had been published on the borough website. The national responses were due in June 2017.

The Lead Member for Finance highlighted that core council tax had been increased by broadly half the inflation level and the Medium Term Financial Plan indicated there was a reasonable expectation this commitment could continue to be met. Fees and charges increases had been kept at or below inflation unless there had been a specific reason identified by officers, for example changes by neighbouring boroughs. The council had also increased funding for voluntary organisations, therefore a larger number of organisations had benefitted. The council continued to support the Berkshire Credit union. The council had a strong record in successfully pursuing benefit fraud.

The Lead Member for Highways and Transport explained that in planning for the arrival of Crossrail, a more integrated transport hub was needed. Several options had been explored but were not possible within the available funding. He had arranged a walkabout for members of the LEP Transport Board to see the challenges that were faced to develop the station area.

The Lead Member for Adult Services highlighted the commitment to use collaboration and influence with GPs to keep health facilities as local as possible. The borough was fortunate to be part of the Frimley Park Sustainability and Transformation Plan, one of the top five in the country. The plan should receive sufficient funding to pursue all its objectives. The planning application for a new Heatherwood hospital was expected to include provision for GP surgeries.

The Lead Member for Environmental Services highlighted the continued campaign against litter and dog fouling. In relation to parking, he praised the work by officers to install a new pay on exit scheme at River Street car park. There were a few issues to iron out, including when large numbers of people wanted to use the machines, which were being addressed. Meadow Lane car park would be rolled out in a few weeks.

The Lead Member for Planning highlighted the progression towards Regulation 19 consultation on the Borough Local Plan. The Plan included regeneration proposals for various areas in the borough. The council was focussed on enforcement matters; the team was now up to full strength. Work was taking place in relation to conservation areas, for example the Cookham appraisal was being updated.

The Principal Member for HR and Legal highlighted the commitment to multi-skill officers. A centralised training team had been created in October 2015. A comprehensive online training programme was available and a training needs analysis for the coming year was underway. Mental Health First Aid training was being rolled out for managers, with the aim of expanding it to all staff. On-demand coaching had been available since October 2016 for the leadership team.

The Principal Member for Maidenhead Regeneration and Maidenhead, in his capacity as Deputy Lead Member for School improvement, commented that the commitment to narrow the attainment gap for pupil premium children would be detailed in a report later on the agenda.

The Principal Member for Public Health and Communications highlighted that the borough had signed up to the Brighter Berkshire initiative which included a communication platform to discuss mental health issues. A borough specific strategy had been developed including a focus on suicide prevention with stretch targets. A comprehensive review of the drug and alcohol service had been undertaken in 2016,

including far-reaching consultation. A new service would launch in April 2017 including an emphasis on dual diagnosis.

The Principal Member for Neighbourhood Planning and Ascot & the Sunnings commented that the commitment for better sport and leisure facilities in the area was being addressed through discussions with Charters School. The commitment to build a roundabout at the junction of the A329 and B383 had been hampered by the high costs of moving underground services. However, the council was looking at potential CIL receipts from developments at Sunningdale Park and Silwood. Until then junction improvements would be considered.

The Chairman highlighted the commitment to share more services with other councils to improve efficiency. Cabinet had received a report the previous month on a revised structure. On 3 April 2017 the externalisation of adult services would take place. The move to Achieving for Children was now scheduled for 1 August 2017, to allow for the democratic processes at Richmond and Kingston to take place. The externalisation of Highways was also on track for 1 April 2017.

The Lead Member for Customer and Business Services highlighted that town centre wifi would be implemented in May 2017 in Maidenhead and Windsor. The commercial offer was 30 minutes free wifi, which provided a revenue stream for the council at zero cost to residents. The wifi would be Royal Borough branded.

RESOLVED UNANIMOUSLY: That Cabinet notes the report and:

i) Notes the progress in delivering the manifesto commitments.

ii) Requests Strategic Directors in consultation with Lead Members to continue to progress work towards delivering the unmet manifesto commitments

ORDER OF BUSINESS

RESOLVED UNANIMOUSLY: That the order of business as detailed in the agenda, be amended.

G) FOREST BRIDGE SCHOOL

Councillor Dudley left the room for the duration of the discussion and voting on the item. Councillor Coppinger assumed the Chair for the item.

Members considered Heads of Terms arrangements alongside the timetable for signing the lease of the site with the Education Funding agency (EFA) by 24 March 2017.

Cabinet was addressed by Jo Haswell, Vice Chair of Governors at Forest Bridge School. Ms Haswell explained that Forest Bridge was a special school set up by a group of parents with children on the autism spectrum. The school provided a unique blend of therapies and education. Currently 58 pupils were on roll. The school was currently located in the old Oldfield School site on Chiltern Road but had reached capacity. There was a waiting list showing demand from both inside and outside of the borough. An expert in applied behavioural analysis from California University had recently visited and said the school was a centre of excellence. The school wanted to

move to a permanent home to enable an increase of 40 additional places. She requested the support of the council in leasing the proposed land to the school.

The Lead Member explained that the council had worked with the EFA to find a suitable site; over 30 had been considered. A parcel of land in Braywick Park had been identified as the most suitable option. If the Heads of Terms were signed with the EFA, the planning process would still need to run its course.

The Lead Member for Culture and Communities explained that the current leases on the land with the Maidenhead Shooting Club and the driving range were both due to come to an end in the next few months. A potential new site for the shooting club had been identified. The council was talking to Braywick Nurseries to adjust their boundary to allow the school to access the site. The plan was also to share outdoor and sports facilities with the school.

The Lead Member for Planning commented that as ward Councillor he was supportive of the proposal, without committing himself to the planning elements. Given the anticipated increase in demand for primary places, he was pleased that the council would retain the Chiltern Road site for educational purposes once Forest Bridge vacated the site.

RESOLVED UNANIMOUSLY: That Cabinet:

- i) Note the Heads of Terms agreed with the Education Funding Agency, see Appendix A, which enables them to submit a planning application for Forest Bridge School to relocate into a new building in Braywick Park.**
- ii) Delegate to the Strategic Director of Corporate and Community Services to agree an extension of the current lease for Forest Bridge School to remain in the Chiltern Road site for a third year.**

Councillor Dudley re-joined the meeting at 8.25pm

H) FINANCIAL UPDATE

Members considered the latest financial update.

Cabinet was addressed by Mark Newcombe, Chair of the Craufurd Arms Society Ltd and CAMRA Public Protection Officer for Slough, Windsor and Maidenhead. Mr Newcombe explained that the Craufurd Arms had been listed as an asset of community value in 2015 therefore a 6 month hold had been put on its sale, enabling the community society to raise funds through share ownership. In total 193 investors had raised £310,000 alongside a grant of £30,000 and a £70,000 loan. Nearly all supporters were local who wanted to save the last pub in north Maidenhead. A loan of £65,000 would help to cover the VAT on the purchase price; Mr Newcombe confirmed this was the value being requested despite an increased bid. He thanked councillors and officers who had supported the proposal despite limited legislation to protect pubs.

The Chairman commented that the society was a shining example of when a community mobilised to create positive action. He offered to provide the society with a letter from the council to the current owners, and facilitate a similar letter from the constituency MP. He highlighted that a report would be coming to Cabinet in May to

look at options for Article 4 directions to remove permitted development rights on pubs.

The Lead Member introduced the report. He explained that it included a proposal to increase fostering care allowances in line with the announcement by the government to raise national rates.

Members noted that an underspend of £0.5m was now predicted, with all Directorates contributing for the first time. This would leave reserves at £6.4m, well above the budget target figure of £5.3m. The Adults, Children and Health directorate was predicting an underspend of £31,000 on a budget of £57.5m. The Lead Member commented that this should be applauded given that a single individual case with high care needs could cost up to £100,000. The Corporate and Community Services directorate predicted an underspend of £64,000 against a budget of £4.3m, despite significant planning pressures. The Operations and Customer Services directorate predicted an underspend of £428,000 against a budget of £2.6m.

Capital slippage amounted to £13m. This had increased from £10m when the budget was presented, not due to delays but the fact that funding was often applied for in one year with expenditure anticipated over a number of years.

Members noted the cash flow projection on page 155 of the report. Debt was set to rise to fund the priority tactical investment programme in the range of £73m for regeneration, school expansion and the plans for York House.

RESOLVED UNANIMOUSLY: That Cabinet:

- i) Notes the Council's projected outturn position**
- ii) Approves the Foster Care allowances contained in paragraph 4.4 and Table 2.**
- iii) Approves a £65,000 loan the Crauford Arms Society Ltd. repayable after three months at a rate of 5% p.a. The loan would be secured on the Crauford Arms pub should the Society be successful in purchasing it. Details in paragraph 4.17.**
- iv) Approves the addition of the Crauford Arms Society Ltd to the Council's counterparty list for loans.**

B) STANDARDS AND QUALITY OF EDUCATION IN ROYAL BOROUGH SCHOOLS - A REVIEW OF THE ACADEMIC YEAR 2015-16

Members considered a review of the standards and quality of education in the borough for the academic year 2015/16.

The Lead Member explained the report was being presented to Cabinet in March as the data was only verified by the DfE in January 2017. The report demonstrated that overall there was a high level of achievement by pupils, particularly at KS2. However, pupils in receipt of pupil premium did not do so well. Since the last report in March 2016, two of the five outcomes had been met. Every school now had a published pupil premium plan and the KS4 attainment gap had improved. Unfortunately the gap had increased at KS2. Less Ofsted inspections had taken place than expected; 83% were Good or Outstanding against a target of 85%. Students going on to a top third

university fell from 21% to 19% and only 2% of students from a further education college achieved this target.

Members noted that the borough outperformed the national average at all Key Stages and ranked in the top 20% of 150 authorities. KS2 had moved from 44th to 24th in the country. The borough was committed to ensuring all pupils had the best life choices. Analysis was underway to determine why pupils from a black or Pakistani background did not do so well and how they could be supported. There had been limited opportunities for Ofsted judgements as five schools had become Academies, which delayed inspections. Many were Good or Outstanding and therefore were not due for inspection for some time. The measure would be changed in future to reflect these aspects.

Members noted the content of chart 1, including the gap in attainment at early years that narrowed by the time it got to KS4. The cohort of pupil premium pupils at Early Years stage was small. Appendices B and C detailed plans to improve outcomes. Paragraph 2.21 demonstrated the increase in permanent exclusions in the borough; 7 out of 10 had special educational needs. The council was working to ensure all pupils had the right opportunities and access to education. This included a review of the Fair Access Panel with proposals to introduce an independent chairman and recorded votes for each case.

The Lead Member explained that government statistics had registered 2.3% of the cohort as NEETs, however when data collection fell to schools this increased to 47.4% unrecorded. Work was underway to reduce the number of unknown students.

The Children's Services Overview and Scrutiny Panel had highlighted the role of all Members as Corporate Parents.

The Deputy Lead Member for School Improvement commented that the School Improvement Forum was focussing on disadvantaged children. It was important to understand why certain groups did not do so well. The cohort was small in a relatively wealthy borough; only 1000 pupils were eligible for free schools meals out of a school population of 20,000. This equated to 6% compared to a national average of 26%. However there were other authorities of a similar background that had better results for pupil premium students. An audit had been undertaken and schools with excellent plans were being used as examples of good practice with other schools. Champions who had attended the School Improvement Forum had highlighted the need to identify a child's individual circumstances. An additional £40,000 had been allocated for the next three years in Early Years, to include a fund to provide specific resources for individual children. The Forum had tasked officers to look into the possibility of a summer school to bring students together for informal learning in the holidays. The Chairman commented that Holyport College would be delighted to assist in this endeavour.

The Lead Member confirmed that the council was working with the Regional Schools Commissioner to improve achievement at Altwood; a meeting was scheduled with the governors. The Windsor Boys' School was part of a MAT with Windsor Girls' School, with the aim of helping them to improve. Furze Platt received a Good Ofsted judgement in September 2016.

The Lead Member for Finance highlighted the differences for certain cohorts, acknowledging they were very small in most cases. At KS2 the general student

population was 24th; for those on free school meals the level was 134th. Those with a first language of English were 13th; for those not having English as a first language the level was 74th. Those who were white ranked 19th; those who were Asian ranked 93rd. He suggested the network of Headteachers and Chairs of Governors be asked how they were responding to these issues. The issue should be raised at the Schools Forum. He also suggested the same group be questioned about the reasons the attainment gap was so much wider at Early Years and KS2 than at KS4.

The Chairman requested that all Chairs of Governors be written to on the matter and the issue be considered at the next Schools Forum.

RESOLVED UNANIMOUSLY: That Cabinet notes the report and:

- iii) Approves the statutory school age pupil premium plan as outlined in 2.18 and detailed in appendix B.**
- iv) Approves the early years pupil premium plan as outlined in 2.20 and detailed in appendix C.**
- v) Delegates to the Lead Member for Children's Services and the Director of Children Services, the decision to approve a plan, funded through the High Needs DSG block, to increase the support for increased levels of permanent exclusion.**
- vi) Approves the proposal to consult with all schools on a revised Fair Access Protocol and process as set out in 2.28**
- vii) Request a report on validated attainment and progress data for academic year 2016-17 on 22 March 2018.**

c) PROPOSAL FOR SHARED EMERGENCY PLANNING SERVICE FOR BERKSHIRE

Members considered the proposal for a shared Emergency Planning service for Berkshire.

The Lead Member explained that the council had a number of factors and high profile locations that influenced its Emergency Planning risk profile:

- Fluvial Flood Risk from River Thames and tributaries
- Crowded Spaces - Significant National and Regional Tourism Sites
- Ministry of Defence facilities
- Transportation - Heathrow Flight Paths, Motorway network
- VIP presence - Royal Household, Eton College
- Public Events - Ascot Racecourse, Horse Show

Members noted that the current Berkshire Emergency Planning model was introduced in 1998 and was based on each unitary authority employing dedicated resource with informal joint working arrangements across a range of shared activities. Resourcing levels for the six services had changed in each authority. There was now interest in a shared service.

A recent review had highlighted a number of issues with existing arrangements, for instance:

- A lack of resilience in each authority due to a reliance on one or two key individuals, with vulnerabilities identified where vacancies or prolonged periods of absence occurred.
- No consistent approach and therefore on occasion duplicate work, wasted resource so inefficient use of resource
- Disparity in the resourcing of Emergency Planning between the councils, resulting in the cost of multi-agency work being funded inequitably.
- A lack of career structure/personal development framework with opportunities for succession planning to aid retention.
- Multiple points of contact for communication with partner agencies.

The review concluded that the Emergency Planning services had demonstrated a high level of professionalism and some joint working. However, the operating framework established in 1998 was no longer effective or sustainable.

A team of five FTE was proposed. This would comprise two teams of two FTE with each team covering one of two regions, Berkshire West and Berkshire East. An Emergency Planning Team Manager would be based in the Lead Authority with the two operational teams working across the six authorities. The Lead Authority would be West Berkshire, which had a higher profile than the Royal Borough due to the location of the Aldermaston Atomic Weapons Establishment.

There were six critical success factors determined for the proposal: Enhanced resilience, enhanced effectiveness, strengthened mutual aid arrangements, no increase in costs, a local presence and an enhanced working relationship with Thames Valley Local Resilience Forum.

There were a number of day to day operations that crossed over with the Emergency Planning function that would need support and input from any proposed shared service, for example the Safety Advisory Group and Ceremonial Events Group. These functions would be satisfactorily covered within the agreement entered. In addition the proposed Emergency Planning model incorporated Business Community Planning, supporting council service areas in developing robust continuity plans.

The new team would coordinate out of hours arrangements for Emergency Planning. This was currently shared across Heads of Service and Service Leads in the Operations and Customer Services Directorate. The arrangement would mean that qualified Emergency Planning personnel would provide out of hours cover going forward. This would not remove the need for a local 'duty officer' to lead on the Royal Borough's out of hours response and to initially fulfil the Local Authority Liaison Officer role.

The Highways, Transport and Environment Overview and Scrutiny Panel had requested to see the final arrangements before implementation, and for the scheme to be reviewed over time. The Lead Member agreed that a report could go back to the Panel and for the Panel to be involved in future review of the service.

The Deputy Lead Member for Ascot Regeneration commented that Ascot Racecourse believed that they would be the location people were directed to in the event of a major disaster and it would be useful for them to have contact details of Emergency Planning staff in the service. The Chairman stated that officers would ensure Ascot Racecourse received the details.

RESOLVED UNANIMOUSLY: That Cabinet notes the report and:

- i) Delegates authority to the Interim Strategic Director of Operations & Customer Services in conjunction with the Lead Member for Environmental Services including Parking to implement a shared Emergency Planning service subject to a satisfactory inter authority collaboration agreement being achieved, including provision for one FTE to have its primary base as Windsor & Maidenhead.**

D) ADULT SERVICES BUSINESS PLAN 2017-2018

Members considered the business plan for the delivery of adult services through Optalis in 2017-2018.

The Lead Member explained that the local authority trading company would become operational in just a few weeks. This was not outsourcing; the responsibilities of the Director and Lead Member remained the same. The workforce would operate from the same buildings and provide the same services. The new model would provide better career development and training and the ability to sell services to other local authorities, with profit flowing back for the benefit of residents. A business plan had been developed that set out the vision for the organisation, to ensure resident needs were met as early as possible by highly skilled professionals, and residents were given the opportunity to fulfil their potential. A total of £31.4m would transfer to Optalis therefore resources would be monitored at every stage. The Chairman suggested a case study be undertaken when the transaction closed, which would be of interest to central government and the LGA.

RESOLVED UNANIMOUSLY: That Cabinet notes the report and:

- i) Approves the Adult Services Business Plan for 2017-2018.**

E) CHILDREN'S SERVICES BUSINESS PLAN 2017-18

Members considered the business plan for the delivery of children's services through Achieving for Children in 2017-2018, together with the improvement plan.

The Lead Member explained that the borough would be joining Achieving for Children (AfC) on 1 August 2018, the delay was due to the democratic processes of Kingston and Richmond. A soft launch would start on 3 April 2017 including joint working and the filling of vacancies to ensure a smooth transition. Kevin McDaniel would become Director of Children's Services (DCS) on 3 April 2017. The Lead Member thanked Alison Alexander for her work as DCS over the last few years.

Members noted that learnings from the LGA Peer Review in late 2016 had been incorporated into the Action Plan and Business Plan. Consultation had been undertaken with Youth Ambassadors and Kickback on the plan; feedback had been positive. Youth Ambassadors were keen to be able to work with other Youth Councils and a suggestion had been made to develop a young person friendly version of the plan.

The Lead Member for Finance commented that if in six months the council had secured arrangements with other significant and highly capable local authorities to deliver the efficient and effective delivery of critical services the council would have

taken a mammoth step. It was self evident that councils needed to collaborate with partners on the delivery of services; the old model could no longer meaningfully or cost effectively operate. The Royal Borough was clearly at the leading edge.

The Lead Member highlighted the action on page 121 to ensure all Members understood their role as a Corporate Parent. It was suggested that the Children in Care council be asked for their views on the statutory term 'Corporate Parent' and then the council should write to the Secretary of State.

RESOLVED UNANIMOUSLY: That Cabinet notes the report and:

- i) Approves the Children's Services Business Plan for 2017-2018 and accompanying improvement plan.**

F) ADDITIONAL LIBRARY OPTIONS

Members considered the purchase and operation of an additional non static library to provide greater access to library services for residents

The Lead Member explained there were two options:

- A 30ft mobile van that held 2,500 books. The van was usually driven by the librarian and visited many sites during the day. Cost - £95,000.
- A 40ft container library that was towed to site for at least one day, holding 4,000 books. £195,000.

The proposal would allow areas with limited access to library services to have greater access. It was hoped that resident services would also be included. The wards with greatest need were Sunningdale, Bray and Furze Platt. Following consultation, the library would be operational by the end of the year.

The Principal Member for Neighbourhood Planning and Ascot & the Sunnings commented she looked forward to the consultation.

RESOLVED UNANIMOUSLY: That Cabinet notes the report and:

- i) Delegates authority to the Interim Strategic Director of Operations and Customer Services and the Lead Member for Culture and Communities to carry out a consultation with residents, in the areas which currently have limited access to services and to purchase an additional mobile or container library facility, within the envelope of the already agreed £200,000 capital budget, in response to the consultation.**

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion took place on items 8-9 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 1-7 of part I of Schedule 12A of the Act.

The meeting, which began at 7.30 pm, finished at 9.38 pm

CHAIRMAN.....

DATE.....

CABINET REGENERATION SUB COMMITTEE

TUESDAY, 21 MARCH 2017

PRESENT: Councillors Simon Dudley (Chairman), Jack Rankin (Vice-Chairman), Carwyn Cox, Samantha Rayner, MJ Saunders and Derek Wilson

Principal Member also in attendance: Councillor David Evans

Officers: Mary Kilner, Russell O'Keefe, Karen Shepherd and Rob Stubbs

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bicknell, Bateson and Hilton.

DECLARATIONS OF INTEREST

Councillor Saunders declared a interest in the item 'Regeneration Project Management' due to a potential conflict in relation to his employer. He left the meeting during the discussion and debate on the item. He also left the meeting for a portion of the discussion relating to the item 'Maidenhead Development Partnership – Joint Venture Development Partner Procurement' for the same reason.

Councillor D. Wilson declared a personal interest in relation to all items as a council representative on the Partnership for the Rejuvenation of Maidenhead and Maidenhead Town Partnership.

Councillor Dudley declared a personal interest in the item 'Maidenhead Development Partnership – Joint Venture Development Partner Procurement' as a Director of the Homes and Communities Agency and because he personally knew Michael and Daniella Shanly of the Shanly Group and Tony Pidgely of Berkeley Group.

Councillor S. Rayner declared a personal interest in the item 'Maidenhead Development Partnership – Joint Venture Development Partner Procurement' as she personally knew Michael and Daniella Shanly of the Shanly Group and Tony Pidgely of Berkeley Group.

MINUTES

RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 13 December 2016 be approved.

COMMUNITY HOUSING FUND (CHF)

Members considered details of the Community Housing Fund (CHF) allocation of £103,375 awarded by Government. The funding came from a new government fund of £60m to help local authorities tackle the problems of second homes in their area. The council proposed to use the funding to investigate the idea of a Community Land Trust (CLT) in the borough. A CLT was a non profit corporation owned by its members, similar to a co-operative, set up to steward the community assets on behalf of its members. A CLT could provide affordable housing for more than one generation.

The funding would be used to commission consultants to undertake a feasibility study for a CLT on a borough regeneration site. The initial spend of £30,000 would cover an options appraisal, business plan and financial modelling. It would be important for the council to understand how a CLT would affect revenue streams.

The Chairman provided a hypothetical scenario where the council used 10 acres of the 132 acre golf course site for a CLT. Housing on the site would only be available for those with a significant nexus with the borough, at a price less than the market. Any increase in house prices would be linked to average earnings growth in the area rather than the market increase. When the individual came to sell the property, they would only receive the uplift related to earnings; the property would then be available to another person with a significant nexus with the borough. There was an impact on the land value because properties were not available at the market price.

Councillor Saunders referred to a section of paragraph 2.9:

‘The study will investigate whether there are local community groups in the Borough who have an appetite for forming and running a CLT. If parties are identified then the appointed consultant will engage with them to provide specialist advice and build capacity to enable them to form a CLT.’

He commented that the way this section was written suggested a significant part of the activity would be identifying community groups and establishing how they could fit together in a CLT. He was unclear how the selection process would work and who would make the selection. The Strategic Director responded that the paragraph should refer to initial capacity. As part of the feasibility study the consultant would work with local groups, thereby inherently building capacity. The feasibility study would look at the potential process for selection.

Councillor Rankin explained that a report back to the Sub Committee in September 2017 would identify high level options supported by business plans and financial information. Members needed to understand the impact on financials to enable them to decide in a rationale and informed manner whether taxpayer money should be used in a CLT.

The Strategic Director confirmed that S106 funding could still be used towards affordable housing in a CLT, although the feasibility study would identify whether this would be a sensible approach or not. CLTs could be quite restrictive and this would therefore not be something developers naturally moved to, however they often had corporate social responsibility policies and affordable housing obligations to meet.

Members noted that the consultant for the golf club site was working on the best approach to developing the site including planning, the process to identify a development partner, and funding routes. Councillor Rankin commented that the impact on infrastructure was a key resident concern, therefore the consultant was looking to get transport stakeholders together to discuss the issue. The recently approved Parking Strategy demonstrated that the borough was prepared to invest to ensure issues were addressed.

Councillor Dudley suggested that ex-service personnel should be included in the groups of people to whom the CLT would be available. The Strategic Director confirmed that officers in Adult Services had been involved in developing the

proposals. The council could include any group it wished as long as it complied with the Housing Act 1996 as amended.

It was noted that paragraph 2.5 should read:

'The second tranche of this years allocation of £51,687 will be paid if the Council can provide evidence by 10th March 2017 that robust plans are in place to use the grant to support development of community led housing projects in accordance to the funding objectives'

It was confirmed that the DCLG had been informed of progress by the deadline.

RESOLVED UNANIMOUSLY: That Cabinet Regeneration Sub Committee notes the report and:

- i) Approves a budget of £103,375 in 2017/18, funded by the 16/17 DCLG 'Community Housing Fund'.**
- ii) Approves the use of this funding to explore the feasibility of a Community Land Trust and, if this approach is determined to be feasible by the Council, that the remaining monies would be used to support its establishment.**

LOCAL ENTERPRISE PARTNERSHIP GROWTH DEAL UPDATE

Members considered the funding recently allocated to the council from the third Local Enterprise Partnership (LEP) Growth Deal and the requirements and next steps. The report confirmed that the council had been allocated just over £3m subject to the completion of a satisfactory business case. The original bid for funding had focussed on the Maidenhead Missing Links strategy to improve connectivity for pedestrians and cyclists between the town centre and areas to the north of the A4. The recommendation was to develop the necessary business cases and prepare plans for implementation in liaison with the appointed Joint Venture development partner.

Councillor D. Evans explained that trying to produce better facilities around the proposed transport interchange was complicated because access to land was difficult. A number of large office blocks in the area had recently been re-let. Councillor Rankin explained that the money was originally allocated for the transport interchange but it had proved very difficult to make the business case work in terms of the cost/benefit ratio required by the LEP. However, the position had now shifted to take into account the transport benefits alongside employment opportunities and the wider implications for the regeneration project. In doing so there was a greater chance of meeting the cost/benefit ratio and therefore being able to access the LEP funding. The Strategic Director commented that he believed the likelihood was now 50/50.

Members noted that the standstill period for the Joint Venture partner would last until 18 April 2017. Once this was over, discussions would take place with the appointed partner. Discussions with network Rail would also be required as if a viable scheme was needed, all land would need to be secured. This would involve the re-provision of parking. If the business case could not be met the council would lose access to the funding and costs would fall to the taxpayer. It was noted that there may be other opportunities to access funding in future.

Councillor Saunders commented that the figure of £3,084,000 should be listed in the 18/19 column in table 4. Along with the £6m and £2m for the Kidwells bridge, this funding was not yet part of the approved budget but was sitting in the indicative cash flow for 2018/19.

Councillor D. Wilson commented that he welcomed the improved access but felt there were some aspects missing, for example recreating road access by the side of the police station up to Blackamoor lane, and a right turn at the bottom of Shoppenhangers Road.

Councillor Dudley commented that the initial indication of the growth deal 3 was significantly less than that which was ultimately received. He wished to record his thanks to Councillor Bettison, who had written to the Secretary of State on behalf of the Berkshire authorities and had succeeded in getting higher funding.

RESOLVED UNANIMOUSLY: That Cabinet Regeneration Sub Committee notes the report and:

- i) To note the funding recently allocated to the Council from the third Local Enterprise Partnership (LEP) Growth Deal and the requirements and next steps.**

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 7-9 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act

The meeting, which began at 6.30 pm, finished at 8.35 pm

CHAIRMAN.....

DATE.....

CABINET LOCAL AUTHORITY GOVERNORS APPOINTMENTS SUB COMMITTEE

THURSDAY, 23 MARCH 2017

PRESENT: Councillors Natasha Airey (Chairman), Samantha Rayner and Derek Wilson

Principal Member also in attendance: Christine Bateson

Officers: Karen Shepherd

APOLOGIES FOR ABSENCE

Apologies for Absence were received from Councillors Rankin and Saunders

DECLARATIONS OF INTEREST

None received

MINUTES

RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 6 February 2017 be approved.

APPOINTMENT OF LOCAL AUTHORITY REPRESENTATIVES TO GOVERNING BODIES OF SCHOOLS IN THE ROYAL BOROUGH

The Sub Committee considered the latest list of vacancies and candidates for LA representatives to Governing Bodies of Schools in the Royal Borough, as detailed in section 2.1 the report.

It was noted that, as requested at the last meeting, Ward Councillors had been contacted to highlight those longstanding vacancies. Members noted that for both Hilltop First School and Woodlands Park Primary expressions of interest had been received and therefore it was anticipated that the Sub Committee would have candidates for consideration for these schools at the next meeting. Members suggested that an article be placed in the next edition of Around the Royal Borough to advertise the role and vacancies, and to highlight the web link for applicants. Members also asked officers to confirm whether or not vacancies were advertised with WAM get Involved.

RESOLVED UNANIMOUSLY: That:

- i) **Dr Andrew Saunders be recommended for appointment to St. Edward's Royal Free Ecumenical Middle School**

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion took place on items 6-7 on the grounds that they

involve the likely disclosure of exempt information as defined in Paragraph 1-7 of part I of Schedule 12A of the Act.

The meeting, which began at 6.06 pm, finished at 6.14 pm

CHAIRMAN.....

DATE.....

Agenda Item 5

CABINET: 27 APRIL 2017

FORWARD PLAN - CHANGES MADE SINCE THE LAST CABINET MEETING:

ITEM	ORIGINAL CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
School Meals Catering Contract	27/4/17	-	Cabinet decision not required
Royal Borough Crematorium	27/4/17	-	Cabinet decision not required
Aviation: Department for Transport Consultations (NPS & Airspace)	-	27/4/17	New Item
Contract Award – Operation of 4 Marlow Road, Maidenhead	-	27/4/17	New Item
Pool and Mayoral Cars and the introduction of Electric Vehicle Points	-	27/4/17	New Item
Public Bus Services in the Royal Borough	-	27/4/17	New Item
Tender Award for the Clara Court and Queens Court Care Contracts	27/4/17	25/5/17	Tender evaluation exercise still to conclude
Windsor Coach Park/Alexandra Gardens/Riverside Area Project – Feasibility Work	-	Cabinet Regeneration Sub Committee – 2 May 2017	New Item
Joint Minerals and Waste Local Plan – Issues and Options Consultation	-	25/5/17	New Item
Public House Article Four Directions	-	25/5/17	New Item
Adult Social Care Investment	-	25/5/17	New Item

Grant of Lease to Tenants for Rooms within 4 Marlow Maidenhead	-	25/5/17 (Cabinet sitting as Trustees of the Kidwells Park Trust)	New Item
Hurley and Walthams Neighbourhood Plan	25/5/17	-	Full Council decision 15/5/17 instead
Annual Review of Complaints	25/5/17	-	Cabinet decision not required; report going to O&S Panels
Flood Monitoring	25/5/17	-	Cabinet decision not required; report going to O&S Panels
Shared Services Update	25/5/17	-	Cabinet decision not required; report going to O&S Panels

FORWARD PLAN OF CABINET AND COUNCIL DECISIONS

NB: The Cabinet is comprised of the following Members: Councillors Dudley (Leader of the Council and Chairman of Cabinet, incl. Housing), Coppinger (Deputy Chairman of Cabinet, Adult Services and Health, including Sustainability), Bicknell (Deputy Leader of the Council and Highways & Transport), Cox (Environmental Services incl. Parking), Hill (Customer and Business Services, incl. IT), D Wilson (Planning), Mrs N Airey (Children's Services), Saunders (Finance), S Rayner (Culture & Communities), Rankin (Economic Development and Property). Also in attendance (non-Executive): Councillors Bateson (Principal Member Neighbourhood Planning, Ascot & the Sunnings), Targowska (Principal Member HR and Legal), D. Evans (Maidenhead Regeneration and Maidenhead) and Carroll (Principal Member Public Health and Communications)

The Council is comprised of all the elected Members

All enquiries, including representations, about any of the items listed below should be made in the first instance to Democratic Services, Town Hall, St Ives Road, Maidenhead. Tel (01628) 796529. Email: democratic.services@rbwm.gov.uk

FORWARD PLAN

29 ITEM	Private Meeting - contains exempt/confidential information? See categories below.	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
1. Windsor Coach Park / Alexandra Gardens / Riverside Area Project - Feasibility Work	Open -	The purpose of this report is to seek approval for a budget of up to £240,000 to appoint an external specialist property consultant (under the Property Development Management Framework Agreement) to assess development /	No	Lead Member for Economic Development and Property (Councillor Jack Rankin)	Chris Hilton, Russell O'Keefe	Internal	Corporate Services Overview and Scrutiny Panel 18 Apr 2017	Cabinet Regeneration Sub Committee 2 May 2017	

N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
		renewal opportunities for this area.							
1. Grant of lease to Tenants for Rooms within 4 Marlow road, Maidenhead	Fully exempt - 3	Following a report in April 2017, this report deals with the leases for operational areas within the building	No	Lead Member for Economic Development and Property (Councillor Jack Rankin)	Kevin Mist	Internal process	Culture and Communities Overview and Scrutiny Panel 16 May 2017	Cabinet – sitting as Trustees of the Kidwells Park Trust 25 May 2017	
2. Delivering Differently in Operations & Customer Services – Civil Enforcement Officer	Fully exempt - 4	The report will provide an options appraisal for future delivery of Civil Enforcement services	Yes	Lead Member for Environmental Services (Councillor Carwyn Cox)	Craig Miller	Internal process	Crime & Disorder Overview & Scrutiny Panel tbc Corporate Services Overview and Scrutiny Panel tbc Highways, Transport and Environment Overview and Scrutiny Panel tbc	Cabinet 25 May 2017	
3. Joint Minerals and Waste Local Plan – Issues and Options Consultation	Open -	To approve a consultation on the Issues and Options for the Joint Central & Eastern Berkshire Minerals & Waste Local Plan	Yes	Lead Member for Planning (Councillor Derek Wilson)	Russell O'Keefe, Jenifer Jackson	Internal process	Planning & Housing Overview & Scrutiny Panel 16 May 2017	Cabinet 25 May 2017	

N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
4. Public House Article 4 Directions	Open -	Public House Article 4 Directions	Yes	Lead Member for Planning (Councillor Derek Wilson)	Russell O'Keefe	Internal process	Planning & Housing Overview & Scrutiny Panel 16 May 2017	Cabinet 25 May 2017	
5. Response to Housing White Paper	Open -	The Council's response to the Housing White Paper consultation – to note	No	Lead Member for Planning (Councillor Derek Wilson)	Russell O'Keefe	Internal process	Planning & Housing Overview & Scrutiny Panel 16 May 2017	Cabinet 25 May 2017	
6. Council Performance Management Framework Quarter 4-	Open -	Report detailing performance of the Council against the corporate scorecard for quarter 4 2016/17	Yes	Chairman of Cabinet (Councillor Simon Dudley), Deputy Lead Member Policy and Affordable Housing (Councillor Ross McWilliams)	Hilary Hall	Internal process	Corporate Services Overview and Scrutiny Panel tbc Culture and Communities Overview and Scrutiny Panel 16 May 2017	Cabinet 25 May 2017	
7. Parking Provision	Part exempt - 3	This report details the findings of detailed feasibility assessments for additional parking provision across the Royal Borough. Recommendations and an investment case for new permanent and temporary car	Yes	Principal Member for Maidenhead Regeneration and Maidenhead (Councillor David Evans), Lead Member for Environmental Services (Councillor	Russell O'Keefe	Internal process	Highways, Transport and Environment Overview and Scrutiny Panel 18 May 2017	Cabinet 25 May 2017	

N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
		parking will be provided.		Carwyn Cox)					
8. Financial Update	Open -	Latest finance update	No	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 25 May 2017	
9. Empty Homes Strategy	Open -	Strategy for bringing empty homes back into use to add to the affordable housing stock. Alongside Ensuring that if the owners choose to keep them empty they pay additional rates to do so.	Yes	Chairman of Cabinet (Councillor Simon Dudley)	Russell O'Keefe	Internal process	Planning & Housing Overview & Scrutiny Panel 16 May 2017	Cabinet 25 May 2017	
10. Tender Award for the Clara Court and Queens Court Care Contracts	Fully exempt - 2	Recommendation to award a contract to provide care in the Clara Court and Queens Court care homes.	Yes	Lead Member for Adult Services and Health (Councillor David Coppinger)	Alison Alexander	Internal	Adult Services and Health Overview and Scrutiny Panel 17 May 2017	Cabinet 25 May 2017	
11. Adult Social Care Investment	Open	3 year ASC Investment Plan	Yes	Lead Member for Adult Services and Health (Councillor David Coppinger)	Alison Alexander / Hilary Hall	Internal	Adult Services and Health Overview and Scrutiny Panel 17 May 2017	Cabinet 25 May 2017	

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N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
1. Appointment of Local Authority Governors	Part exempt - 1	To consider the appointment of LA Governor Representatives to Governing Bodies of Schools in the Borough	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Mary Kilner	Relevant schools and governing bodies	n/a	Cabinet Local Authority Governor s Appointm ents Sub Committe e 25 May 2017	
1. Appointment to Outside and Associated Bodies (Including annual report from representatives)	Open -	To make appointments of Council representatives on Outside and Associated Bodies	No	Chairman of Cabinet (Councillor Simon Dudley)	Mary Kilner	Internal process	n/a	Cabinet 29 Jun 2017	
2. Finance Update	Open -	Latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel 22 Jun 2017	Cabinet 29 Jun 2017	
1. Finance Update	Open -	Latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel tbc	Cabinet 27 Jul 2017	
1. Appointment of Local Authority Representatives to Governing Bodies of Schools in the Royal Borough	Part exempt - 1	Appointment of Local Authority representatives to Governing Bodies of schools in the borough	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Mary Kilner	Internal process	n/a	Cabinet Local Authority Governor s Appointm ents Sub Committe	

N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
								e 27 Jul 2017	
1. Financial Update	Open -	Latest financial update	No	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel 17 Aug 2017	Cabinet 24 Aug 2017	
2. Council Performance Management Framework Quarter 1	Open -	Report detailing performance of the Council against the corporate scorecard for quarter 1 2017/18	Yes	Chairman of Cabinet (Councillor Simon Dudley), Member Policy and Affordable Housing (Councillor Ross McWilliams)	Hilary Hall	Internal process	Corporate Services Overview and Scrutiny Panel 17 Aug 2017 ; Culture and Communities Overview and Scrutiny Panel 14 Aug 2017	Cabinet 24 Aug 2017	
3. CCTV - Technological Review	Open -	This report details the findings of a technological review of the council's CCTV system. An appraisal of options for potential future investment and service enhancements will be provided.	Yes	Lead Member for Environmental Services (Councillor Carwyn Cox)	Andy Jeffs	Internal process and consultation with ward members for specified camera locations	Corporate Services Overview and Scrutiny Panel 17 Aug 2017 Crime & Disorder Overview & Scrutiny Panel 23 Aug 2017	Cabinet 24 Aug 2017	

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ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
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DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1	Information relating to any individual.
2	Information which is likely to reveal the identity of an individual.
3	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6	<p>Information which reveals that the authority proposes</p> <p>(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</p> <p>(b) to make an order or direction under any enactment.</p>
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

N.B. All documents to be used by the decision maker to be listed in the report to Cabinet

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Report Title:	Public Bus Services in the Royal Borough
Contains Confidential or Exempt Information?	Part I except for YES - Appendix A is Part II and not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.
Member reporting:	Cllr Bicknell, Deputy Leader of the Council and Lead Member for Highways & Transport, Cllr Sharma, Deputy Lead Member – Bus Champion
Meeting and Date:	Cabinet - 27 April 2017
Responsible Officer(s):	Andy Jeffs, Interim Executive Director, Ben Smith, Highways, Parks & Countryside Manager
Wards affected:	All

REPORT SUMMARY

1. The Royal Borough is committed to supporting local bus services against a background of a national decline in passenger numbers, as they are essential in supporting the objectives of the Borough Local Plan; providing travel options for schools; supporting town centres and other services, and providing our residents with flexibility around mobility.
2. A competitive tendering exercise for the provision of bus services on routes 4/4A, 5/5A, 8, 16/16A, 238/239 and the 305 has been completed. The results are under review with the outcomes expected in early May 2017.
3. This report requests that Cabinet approves £153,000 in additional annual expenditure for five years from 2017-18 to enable the continuation of the existing bus network.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That the Cabinet notes the report and:

- i) Approves additional annual expenditure of £153,000 for five-years from 2017-18 for the continuation of the operation of the existing network of bus services from 1 May 2017.
- ii) Provides delegated authority to the Interim Executive Director in conjunction with the Deputy Leader and Lead Member for Highways and Transport, and the Deputy Lead Member – Bus Champion to award contracts for the tendered bus services from 1 August 2017.

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

- 2.1 The Royal Borough is committed to supporting local bus services as they are essential in supporting the objectives of the Borough Local Plan; providing travel options for schools; supporting town centres and providing our residents with flexibility around mobility.

- 2.2 Bus patronage has fallen across two thirds of English councils, and since deregulation has fallen by 18% in non-metropolitan areas. The national decline in bus patronage is currently 2%, but 3% in the borough.
- 2.3 Over the same period public funding into bus operations, in some form or another, is now 30-50% in non-metropolitan areas.
- 2.4 A competitive tendering exercise for the provision of bus services on the routes in the Borough has just concluded. The results are under review with outcomes expected in early May 2017. The council will continue working with bus operators to increase patronage over the period of the new contracts. The routes include:
- **Service 305:** Operating in the south east of the Borough connecting Wraysbury, Horton and Hythe End with Poyle, Colnbrook and Staines.
 - **Service 8:** Operating in west and east Maidenhead, including maintaining provision of service for the Boulton Lock and Riverside areas.
 - **Service 16/16A:** Operating from Windsor to Maidenhead.
 - **Service 4/4A and 238/239** - Maidenhead Rural Services
 - **Service 5/5A:** Providing an evening service in Furze Platt, Pinkneys and Belmont Wards.

Table 1: Public Bus Services - options

Option	Comments
Do nothing. Not recommended	Bus services where operators have notified us that services would be withdrawn at the end of April 2017 would cease.
Reduce current service levels. Not recommended.	This would reduce the current bus services offered within the borough.
Extend Services for three months from 1 May to 31 July 2017 on the de-registered routes by direct negotiation with the current operator. The recommended option	Services would continue to the point that new contracts could be awarded.
Award contracts for Services 305, 8, 16/16A, 4/4A, 238/239, 5/5A from 1 August 2017. The recommended option	Retains existing bus service network until 31 July 2022 supporting the operation of local bus services; provision of home to school transport; promoting accessibility and offering wider travel choices.

3. KEY IMPLICATIONS

- 3.1 The key implications are set out in table 2.

Table 2: Public Bus Services – Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Let new bus services contract	Later than 01/08/17	By 01/08/17	By 15/08/17	By 31/07/17	01/08/17

4. FINANCIAL DETAILS / VALUE FOR MONEY

Revenue budget

- 4.1 The current annual public transport support budget is £635,000. In addition the council receives an annual Bus Service Operators Grant of £50,000, taking the current annual budget to £685,000.
- 4.2 The projected annual spend, including the new contracts is 838,000. Consequently an additional £153,000 annual expenditure is required to deliver the existing bus service routes.

Table 3: Financial impact of report's recommendations

REVENUE	2017/18	2018/19	2019/20
Addition	£153,000	£0	£0
Reduction	£0	£0	£0
Net impact	£153,000	£0	£0

5. LEGAL IMPLICATIONS

- 5.1 The Council has the power to secure these bus services initially in the short term by direct negotiation ('de minimis') and in the longer term by letting contracts through a formal procurement process.
- 5.2 The contract term in the tender process that has just concluded is 5-years however notice can be given at any point during the term. Results of the tender process are under review and the outcomes are expected in early May 2017.

6. RISK MANAGEMENT

6.1 **Table 4: Public Bus Services – Risk Management**

Risks	Uncontrolled Risk	Controls	Controlled Risk
Loss of funding	Medium	Council to retender existing bus services, cease or reduce services or fund shortfall.	Low
Services are no longer commercially viable.	Medium	Council to retender existing bus services, cease or reduce services or fund shortfall.	Low
Neighbouring local authorities decide not to fund public bus services.	Medium	Council to retender existing bus services, cease or reduce services or fund shortfall.	Low

Risks	Uncontrolled Risk	Controls	Controlled Risk
Other services, not contained in this report, become commercially non-viable.	Medium	Council to retender existing bus services, cease or reduce services or fund shortfall.	Low

7. POTENTIAL IMPACTS

7.1 No issues were identified by the equalities impact assessment initial screening exercise.

8. CONSULTATION

8.1 None.

9. TIMETABLE FOR IMPLEMENTATION

9.1 Table 5 contains the implementation timetable.

Table 5: Public Bus Services - timetable for implementation

Date	Details
April 2017	Funding approval by Cabinet with delegated authority to award contracts.
May 2017	Continuation of existing bus services under de minimis funding.
May – July 2017	Formal contracts issued to continue bus services.

9.2 Implementation date if not called in: Immediately.

10. APPENDICES

10.1 Appendix A: PT50 Contract Cost 17_18. This Appendix is **Part II and not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.**

11. BACKGROUND DOCUMENTS

11.1 None.

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Bicknell	Deputy Leader of the Council and Lead Member for Highways and Transport	06/04/17	06/04/17
Cllr Sharma	Deputy Lead Member - Bus Champion/Chairman, Highways Overview and Scrutiny	06/04/17	
Alison Alexander	Managing Director	06/04/17	12/04/17
Russell O'Keefe	Executive Director	06/04/17	
Andy Jeffs	Interim Executive Director	06/04/17	12/04/17
Rob Stubbs	Section 151 Officer	06/04/17	
Terry Baldwin	Head of HR	06/04/17	
Mary Kilner	Head of Law and Governance	06/04/17	

REPORT HISTORY

Decision type: Key decision	Urgency item? Yes - This report, relating to Public Bus Services in the Royal Borough, is urgent as a number of routes would have services withdrawn at the end of April 2017 if a decision is not made by Cabinet on bus services before that date.
Report Author: Ben Smith, Highways, Parks & Countryside Manager	

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Report Title:	Intensive Family Support Progress report
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor N. Airey, Lead Member for Children's Services
Meeting and Date:	Cabinet- 27 April 2017
Responsible Officer(s):	Kevin McDaniel, Director of Children's Services
Wards affected:	All

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REPORT SUMMARY

1. The Troubled Families programme was launched in April 2012. The Government initiative notes that Troubled Families are families who both have problems and often cause problems - where children are truanting or excluded, where there is youth crime or anti-social behaviour and where parents are not working. They also tend to have other problems including domestic violence or drug or alcohol abuse and cost local services and the taxpayer a lot of time and money¹. The Royal Borough of Windsor and Maidenhead has been delivering early help support services for Troubled Families through the Intensive Family Support programme since April 2012.
2. The Royal Borough of Windsor and Maidenhead has worked with 484 families overall since April 2012. Through innovative practice, including a health worker within the team, the Intensive Family Support programme has directly worked to improve the lives of 301 of those families. Overall 214 families are considered to have made a sustainable change to their lives.
3. This report summarises some of the work the programme has undertaken with residents to support them in addressing the issues that were causing them concerns and stopping from engaging positively in the community. In addition, it outlines how the Intensive Family Support programme will continue to work with Troubled Families up until the end of phase 2 in 2020, at a total cost of £932,200 from April 2017 to March 2020. This is funded by the Department for Communities and Local Government and includes £295,200 funded on a payment by results basis.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet:

- I. **Notes the progress made in supporting our residents whose families have multiple and complex needs to turn their lives around.**
- II. **Commits to continue to support vulnerable families within The Royal Borough of Windsor and Maidenhead, through the Intensive Family Support programme, for the duration of phase 2 of the national Troubled Families programme which runs until March 2020.**

¹ Understanding Troubled Families, Department for Communities and Local Government, 2014

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Background national picture

- 2.1 In April 2012, the Troubled Families Unit at the Department for Communities and Local Government (DCLG) launched the £448m phase one Troubled Families programme in England, with the aim of ‘turning around²’ the lives of 120,000 with multiple and complex needs to achieve an overall shift in public expenditure from reactive service provision towards earlier intervention.
- 2.2 Nationally, data indicates that a typical Troubled Family has the following characteristics:
- On average 2.5 children compared to 1.7 children in whole population.
 - 40% of families have three or more children compared to 16% nationally.
 - 25% have children under 5 years old.
 - 49% are lone parent households, compared to 16% nationally.
 - 78% were recorded as White British.
- 2.3 In June 2013, the Government announced plans to expand the Troubled Families programme for five years, through to 2019/20 so that a further 400,000 families across England could be reached.
- 2.4 Progress of the programme nationally is now reported via an annual report, first published in April 2017, called “Supporting disadvantaged families. Troubled Families Programme 2015-2020: Progress so far”. The national summary of impact³ is:
- In more than 9,100 families, one or more family members has come off out of work benefits and achieved continuous employment.
 - Nearly 44,000 families have made significant and sustained progress on all of their problems.
 - Parents and carers report that keyworkers are giving them practical support and the confidence to tackle their problems.
 - Staff say the programme is delivering long-term change with families, as well as encouraging professionals from different agencies to work together and provide better support to families.

The local picture – phase one Troubled Families

- 2.5 The Royal Borough of Windsor and Maidenhead (RBWM) delivers the Troubled Families programme through its Intensive Family Support programme (IFSP). During phase one of the project, 209 families have been worked with⁴ and 160 of those received direct support⁵ from the IFSP. 140 of these families have been assessed as achieving sustainable change and therefore are considered to have been ‘turned around’.
- 2.6 The IFSP prioritises working with families as early as possible, in line with the Borough’s Early Help Strategy which is informed by national research. This is achieved by linking the work of IFSP to existing universal services such as Children’s Centres, as demonstrated in case study A, box 1.

² ‘Turning around’ means that: a family has reduced involvement with crime and anti-social behaviour; or adults are progressing along the path to work; or children are improving their attendance at school.

³ Troubled Families Programme:2015-2020: Progress so far. Page 7.

⁴ Worked with means that a professional within RBWM has been involved with the family.

⁵ Direct support from IFSP means that a member of the team coordinated all activity for a family.

Box 1: Intensive Family Support Case study A

A single mother of two children was struggling with her son's behaviour which was significantly impacting school attendance and home life. An IFSP key worker was allocated to help mother with these difficulties whilst providing ongoing support with parenting. The IFSP worker identified issues with the family's housing and mother's lack of confidence to seek the help available to her.

The IFSP intervention has led to a reduction in the identified family difficulties, including a successful reintegration into school for the son who is now engaging well and making expected educational progress. The mother says "The work we did really helped. IFSP are very helpful and you get all the support you need".

- 2.7 The Royal Borough is one of the few local authorities whose delivery of the Troubled Families programme has provided intensive therapeutic and practical support to families attached to the programme for an average of nine months as seen in case study B, box 2.

Box 2: Intensive Family Support Project Case study B

IFSP worked successfully with a mother who had fled with her two children from a domestically abusive relationship and were placed in a refuge. The allocated keyworker established that the children's educational progress was being held back by a range of factors in the family situation including accommodation, contact and management of behaviour.

The IFSP worker co-ordinated a range of services so that the family was moved to permanent accommodation, mother was supported to engage with the DASH, a domestic abuse support charity, and mediation for the parents about contact and safety took place. As a result the children are now settled in school with attendance at 100% and mother has secured employment..

- 2.8 The specialist support provided to families by the IFSP is more intensive than that provided through statutory provision. It is often delivered at home or locally to promote family engagement. A range of different strategies are used including family meetings or mediations to address presenting concerns.
- 2.9 The IFSP specialist parenting worker undertakes targeted work within the Muslim community in the Borough, including a parenting programme linked to Islamic values, which is unique in the UK. This work has also led to the first accreditation of Muslim girls group by the Duke of Edinburgh's Award. This work has raised participants' awareness of their rights including education, training and employment and provided increased empowerment as described by one participant in box 3.

Box 3: IFSP Muslim community group impact

A participant told us: “I suffered domestic violence for 18 years and I used to think women just have to suffer. Social services got involved with my case ten years ago. But I was scared of social workers and felt suffocated. I felt no one was able to understand me... I suffered from depression and started self harming. The IFSP told me about the rights of women in Islam...I did my family links parenting course incorporating Islamic values which changed my life. My children never listened to me. My son was going in anti social activities and I was feeling helpless.

When I did the parenting programme, I learnt about positive discipline and empathy. I joined Asian Woman group and did confidence building and stress management where I learnt that stress is part of our life and self harming is not the solution. I learned how to manage my emotions and it helped me to bring my inner strength back. I used to love cooking and in this group, I got the opportunity to teach cooking to other ladies, which boosted my confidence. I have started my own catering company now and today the food is from my company!”

2.10 Prompted by the success of this work and the concern about the reach and inclusivity of parenting interventions, the IFSP undertook research with local Scholars and the Muslim College to develop a booklet with information about Islamic values which could be used in conjunction to the Parenting Links programme. As a result of this work, three programmes, each of ten weeks’ duration, are delivered annually to men and women. The aim is that via educating this cohort of parents, potential future difficulties may be prevented.

Troubled Families programme: phase two

2.11 Phase two of the Trouble Families programme will target a wider group of families and high performing local authorities, such as the Royal Borough, were invited to be an early starter into phase two. The target for the Royal Borough is to help 460 families make a sustainable change to their lives, see table 1:

Table 1: Reach of programme

Criteria of inclusion in phase one – target 123 families meeting criteria	Criteria for inclusion in phase two – target 460 families meeting criteria
<ul style="list-style-type: none">• Adult in receipt of out of work benefits.• Persistent school absence or exclusion• Adult/youth offending or Anti-Social Behaviour	<ul style="list-style-type: none">• Adult in receipt of out of work benefits• Persistent school absence or exclusion• Adult/youth offending or Anti-Social Behaviour• Children who need help• Families affected by Domestic Abuse• Parents and children with a range of health problems

2.12 IFSP involvement with each family can last for up to a year with the average being nine months to ensure changes are sustained. This is demonstrated by

the low re-referral rate of families who have been subject to IFSP intervention. In February 2017, this re-referral rate for RBWM was 10.9% compared to statistical neighbours at 22.9%.

- 2.13 Between January 2015 and March 2017, the IFSP has identified 275 families meeting the criteria for phase two of the programme and they have been attached to the programme to secure part of the funding from the DCLG. Of the 275 families, the IFSP has directly worked with 141 and secured sustainable change for 74 families.

Eligible families

- 2.14 Given that local provision is targeted at those families presenting with multiple complex difficulties but for whom the threshold for statutory intervention is not met, most families in phase two are already known to a number of agencies. Assessments have often already been completed and work to improve outcomes is underway.
- 2.15 The investment in IFSP provides the borough with the capacity to work directly with approximately 45 families at any point, which equates to, on average, 130 children. To meet the DCLG target of 460 families worked with, the Royal Borough also report cases that have met the threshold for statutory intervention and engaged by local authority services other than IFSP.
- 2.16 Families are included on the programme via referrals from professionals or the public through the Multi-Agency Safeguarding Hub (MASH) or via an identification process which looks at a range of multi-agency data sources⁶. This includes key intelligence sources from partners, for example, names of families that may be at risk of financial exclusion as a result of welfare reforms, or families who are known to police through their community workers. This data encompasses about 10% of families within the Borough.

Measuring success and the verification of results (PbR claims)

- 2.17 Phase two of the programme uses a payment by results (PbR) approach and pays additional money where the Royal Borough is able to demonstrate tangible success through the Outcomes plan for each family.
- 2.18 In 2015-16, the first year of phase two, the Royal Borough has worked with 125 families and PbR claims were made for 17 families. In 2016-17 the Royal Borough has worked with a further 150 families and made PbR claims for 57 families.
- 2.19 Identification of historic families which meet at least two of the criteria does not necessarily guarantee suitability for a PbR claim as the family may fail to satisfy the measurements required during the monitoring period. In addition, investigation could result in a withdrawal of the case due to factors such as insufficient evidence or inappropriate timelines with regard to benefit claims.
- 2.20 Not only is it necessary to evidence a successful turn around within the defined monitoring period for each of the claimable criteria, but proof is also required that any criteria not being claimed for were not an issue for the family.

⁶ Troubled Families Programme 2015-2020: Progress so far, page 59.

2.21 The Royal Borough has put in place robust result verification and validation systems to secure assurance that payment by results claims are genuine and evidence-based. The Government will undertake regular spot checks of a sample of claims for payment and should the Royal Borough be spot checked, IFSP is confident that everything required could be evidenced to satisfy scrutiny.

Table 2: Options

Option	Comments
Continue to support vulnerable families within The Royal Borough of Windsor and Maidenhead, through the Intensive Family Support programme, for the duration of phase 2 of the national Troubled Families programme which runs until 2020 This is the recommended option	Vulnerable families in the borough will continue to receive the targeted support they need to secure positive outcomes.
Do nothing	Vulnerable families will not receive the support they need and they are likely to escalate to specialist services.

3. KEY IMPLICATIONS

3.1 Phase two of the programme leads to the key implications in table 3.

Table 3: Key Implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Total number of families involved in phase two of the programme.	< 365	365-374	375-389	> 389	31 March 2018.
The number of families achieving sufficient change to claim PbR.	<130	130-137	138-150	> 150	31 March 2018.

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 The IFSP has been funded from central government. Funding covered four areas:

- Service Transformation Grant (STG)
- 25% of Future STG brought forward
- Upfront Attachment fees for expected volume of families
- Payment by results for families

- 4.2 In phase one of the project, the Royal Borough was funded for 150 families through the attachment fees and was able to claim PbR for 140 families as listed in table 4.

Table 4: Phase one 2012 to 2015:

Year 1 attachment fees	43 x £3200 = £137600
Year 2 attachment fees	70 x £2400 = £168000
Year 3 attachment fees	53 x £1600 = £84800
PBR claimed for Families turned around	140
Year 1 2012/13	36 claims = £27600
Year 2 2013/14	58 claims = £88200
Year 3 2014/15	46 claims = £102000

- 4.2 In phase two, the proposed funding from DCLG is set out in table 5 with an annual draw down target of £397,000.

Table 5: Phase two 2015 to 2020

	2015-16	2016-17	2017-18	2018-19	2019-20
Service Transformation Grant (STG)	£150,000	£150,000	£150,000	£150,000	£150,000
25% Future STG brought forward	£0	£37,500	£0	£0	£0
Attachment fees (£/families)	£123,000 123	£150,000 150	£95,000 95	£92,000 92	£0
Payment by results (£/families)	£13,600 17	£59,200 74	£104,000 130	£108,000 135	£83,200 104
Total	£286,600	£359,200	£349,000	£350,000	£233,200

Note: Funding levels have yet to be confirmed by DCLG for the last two years of phase two. Figures in table 5 are based on an assumption of similar drawdowns to those in years one and two and are therefore subject to change.

- 4.3 In 2016-17 it has been possible to claim PbR for 57 families against the maximum of 74 in table 5, leading to £13,600 unclaimed PbR which cannot be carried forward for future claims. The DCLG is proposing to review PbR during 2017-18 in consultation with local authorities.
- 4.4 The base line budget for service delivery for the IFSP is set against the Service Transformation Grant and attachment fees which are paid annually. This amounts to £637,000 between April 2017 and March 2020. It is assumed that the annual PbR claims will be utilised in year five of phase two to offset the reduced attachment fees and ensure continuation of the service to March 2020 by providing a maximum of £295,200 income.

5 LEGAL IMPLICATIONS

- 5.1 The Intensive Family Support programme has been agreed with the Department for Communities and Local Government to meet the requirements of the national Troubled Families programme.

6 RISK MANAGEMENT

6.1 Table 6 sets out the risks to the delivery of the IFSP and its funding.

Table 6: Risk to PbR claims

Risks	Uncontrolled Risk	Controls	Controlled Risk
Delay in evidence provided by partner agencies	Medium	Report and escalate to partners via Community Safety Partnership	Low
Inability to collate the necessary data manually to achieve the increasing number of claims over the remainder of the programme	High	Close liaison between services to easily identify necessary data in line with increasing number of claims	Low
Reduced resource from for example staff sickness	Medium	Utilise support from other service areas though negotiation with the directorate management team	Low
Lack of IT support to capture the required data	High	Implement reporting though PARIS and inPhase performance management software.	Low

6.2 Whilst the Royal Borough does not have to use specific software, DCLG expect part of the transformation grant to be used to provide systems to manage the Troubled Families data.

7 POTENTIAL IMPACTS

7.1 The IFSP works with the most vulnerable families and will take note of individual requirements as part of the development of plans to work with the families involved.

8 CONSULTATION

8.1 The report will be considered by the Children's Services Overview and Scrutiny Panel and comments will be reported to Cabinet.

9 TIMETABLE FOR IMPLEMENTATION

9.1 The timetable for implementation is set out in table 7.

Table 7: Implementation timetable

Date	Details
April 2017	Continued case work in phase two of the programme

10 APPENDICES

10.1 There are no appendices to this report.

11 BACKGROUND DOCUMENTS

11.1 The background papers include

- Intensive Family Support Project Progress Report, Cabinet Report, 26 April 2012.
- Intensive Family Support Project- six month progress, Cabinet Report, 24 October 2012.
- Intensive Family Support Project, Progress update after year 1, Cabinet Report, 27 June 2013.
- The First Troubled Families Programme, 2012 to 2015, Department of Communities and Local Government, October 2016
- Supporting disadvantaged families. [Troubled Families Programme 2015-2020: Progress so far](#), Department for Communities and Local Government, April 2017.

12 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Airey	Lead Member for Children's Services	30/3/17	30/3/17, 10/4
Alison Alexander	Managing Director	30/3/17	30/3/17, 10/4
Russell O'Keefe	Executive Director		
Andy Jeffs	Executive Director		
Rob Stubbs	Section 151 Officer		
Terry Baldwin	Head of HR		

REPORT HISTORY

Decision type:	Urgency item?
Key decision - No	No
Report Author: Marie Bell, Acting Head of Health, Early Help, MASH, Duty & Assessment	

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Report Title:	Trading Activities Update
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Jack Rankin, Lead Member for Economic Development and Property
Meeting and Date:	Cabinet , 27 April 2017
Responsible Officer(s):	Alison Alexander, Managing Director
Wards affected:	All

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Royal Borough
of Windsor &
Maidenhead

REPORT SUMMARY

1. The report provides an update to Cabinet on the activities, priorities and progress of the Council's trading companies.
2. The main focus since April 2016 has been the development of the Council's wholly owned Property Management and Development Company (RBWM Property Company Ltd) capable of developing a housing portfolio to meet the Council's aspirations to create a Borough for everyone.
3. In future it is planned that the Chair and Managing Director of the Property Company will provide a quarterly report and presentation of the activities of the Company to the Cabinet Regeneration Sub-committee.
4. The establishment of additional trading entities will be considered on a 'case by case' basis as and when opportunities arise or are more fully developed.

1. DETAILS OF RECOMMENDATION(S)

1.1 RECOMMENDATION: That Cabinet:

- i) **Notes the update on trading activities**
- ii) **Agrees that the Director of Children's Services writes to all Head teachers to outline the process for key worker housing including indicative timing and numbers**

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Background

- 2.1 With reduced levels of central government funding and increased demographic pressures councils need to become more commercial in their outlook in order to meet future funding challenges. Profits and surpluses generated through trading activities in conjunction with ongoing cost reductions/efficiency reviews can be used to help hold down council tax and/or directed into frontline services.

2.2 The initial commercial trading focus and priority for the Council since April 2016 has been to develop its wholly owned property management and development company currently focused on providing key worker accommodation.

RBWM Property Company

2.3 In June 2016 Cabinet agreed the use of S106 monies to undertake property refurbishments and property purchases for affordable/key worker accommodation. The work was to take place before transferring the properties at a peppercorn value to RBWM Property Company Ltd for it to own and manage.

2.4 In December 2016 the Council approved an initial Business Plan for the Company that sets out an aspiration to develop 138 properties within five years. The company portfolio will increase to 1000 within 10 years from properties being created as a result of the council's regeneration activities. The objectives of RBWM Property Company Ltd are:

- To provide good quality affordable and private rented housing throughout the Borough for rental purposes for the use of key workers and others requiring housing.
- To contribute to the general fund through surpluses generated from housing developed and rents received that can be re-invested in services to residents.
- To contribute towards existing and forecast demand for housing both through the development of existing Council owned sites already identified and through development of new Council owned facilities as yet unidentified.
- To remain financially viable and operate efficiently to ensure it receives sufficient rental income to meet all of its costs including financing, housing management, property maintenance and administration.

2.5 The initial programme of development within the initial Business Plan envisaged fully completing six council owned sites for key worker accommodation during 2016 and 2017 and a further one not in Council ownership which no longer represents an opportunity. A copy of the initial programme of development is included at Appendix A.

2.6 To date three sites are fully completed and available to let to key workers:

- 99 Vansittart Road, Windsor (a three bedroom house)
- 18a Hampden Road, Maidenhead (a three bedroom flat)
- 112a Wessex Road, Maidenhead.

2.7 These three sites are awaiting the required final approval of the transfer (from the Council to the Property Company) from the Secretary of State.

2.8 The initial programme also included a detailed scheme to redevelop the Bocket, which has the potential for six flats. The Culture and Communities Overview and Scrutiny Panel established a Task and Finish Group to review this scheme and other potential uses. The task group recommendations are

shortly due to be presented to Cabinet. As such work to develop this site has been put on hold pending the completion of this work and consideration of the recommendations.

- 2.9 The two other Council owned sites within the initial programme at 16 and 18-20 Ray Mill Road East, Maidenhead, which taken together would produce a further ten flats, have been impacted by planning challenges, specifically the need to develop a comprehensive flood alleviation strategy with the owners of the larger site to the rear of Ray Mill Road East. The Council is imminently due to sign contracts for the sale of this larger site to a developer. It has been agreed with the developer that as part of the planning work on the site they will commission further investigations and propose a flood alleviation strategy for the whole area. The larger Ray Mill Road East site will produce twenty affordable homes which will be transferred into the Property Company.
- 2.10 Ongoing evaluation of other potential sites and other initiatives are being actively worked on by the Property Company. Residential development can encounter many challenges and often has a long lead in period driven by factors that can be outside of the developer's control. As the Property Company implements and evolves its Business Plan it is essential that it sets realistic and achievable goals and is supported by the right skills and capabilities.
- 2.11 As such, in January 2017 the Company appointed a new Interim Managing Director. The post holder has significant experience of working as a development director in both the private sector and for housing associations.
- 2.12 The Interim Managing Director is now working with the Board to review and refresh the initial business plan and programme of development by 1 June 2017.
- 2.13 The longer term strategy for the Company is dependant on the wider Maidenhead regeneration programme. This programme offers a very exciting opportunity for the Company to grow its portfolio significantly.
- 2.14 The Property Company recently appointed a managing agent, Housing Solutions, who will manage all affordable/key worker homes. Roger Platt (Sequence) currently manage the existing eight flats at 15-17 York Road which are rented at market rents.
- 2.15 In future it is planned that the Chair and Managing Director of the Property Company will provide a quarterly report and presentation of the activities of the Company to the Cabinet Regeneration Sub-committee.
- 2.16 Properties for key workers within the Company will be allocated via the Council's Housing Options Team. They will keep a register of eligible key workers who are then contacted when a property becomes available. As part of information on the allocation process will be sent to Head teachers and the Managing Director of Optalis.

RBWM Commercial Services Company

- 2.17 As part of the delivering differently work stream within the Council's Transformation Programme options continue to be considered for commercial

activities. This work covers what would be the right structure to deliver them including the potential use of this company.

Option	Comments
To note the update on trading activities	Allows the Council to continue to progress these activities
The recommended option.	

3. KEY IMPLICATIONS

Table 2:

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Business Plan for RBWM Property Company reviewed and refreshed	Business Plan for RBWM Property Company not reviewed and refreshed	1 June 2017	31 May 2017	17 May 2017	1 June 2017

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 There are no direct financial implications arising from this report.

5. LEGAL IMPLICATIONS

5.1 The Council can rely on Section 1 power under the Localism Act 2011, General Power of Competence to establish a wholly or partly owned company. Where the Council has a shareholding in a wholly or partly owned company each will have officers of the council representing it on its Board and will be governed by a shareholder agreement.

5.2 In the event that a wholly owned company is undertaking market rent activities, any transactions between the Royal Borough and the company would need to be on full market terms. Key worker accommodation, however, could be classified as affordable housing and therefore outside of the scope of the State Aid regime.

5.3 The General Power of Competence (GPC) contained in the Localism Act 2011 sits alongside local governments existing power to trade and charge. The Localism act 2011 allows commercial trading through a special purpose trading company and provides the ability to charge for discretionary services on a cost recovery basis.

- 5.4 Advice on both the establishment and governance of trading entities and property matters has been provided by both Trowers & Hamlins and Shared Legal Services.

6. RISK MANAGEMENT

Risks	Uncontrolled Risk	Controls	Controlled Risk
The council's trading entities do not work in the best interests of its shareholders	MEDIUM	<ul style="list-style-type: none"> The Company and its officers authority is set out in a shareholders agreement and managed through a shareholder committee. 	LOW

7. POTENTIAL IMPACTS

- 7.1 Effective oversight of trading activities.

8. CONSULTATION

- 8.1 The proposals and appointment were agreed by Employment Panel.

9. TIMETABLE FOR IMPLEMENTATION

Date	Details
Review and refresh of Property Company Business Plan and supporting programme	1 June 2017

10. APPENDICES

- 10.1 Appendix A – Initial programme of development

11. BACKGROUND DOCUMENTS

- 11.1 N/A

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Councillor Rankin	Lead Member for Economic Development and Property	29 March 2017	Included throughout
Russell O'Keefe	Strategic Director of Corporate and Community Services	29 March 2017	Included throughout
Andy Jeffs	Interim Strategic Director	29 March 2017	

Name of consultee	Post held	Date sent	Commented & returned
Robb Stubbs	Section 151 Officer	29 March 2017	
Terry Baldwin	Head of HR	29 March 2017	

Appendix A - Initial Programme of Development (Currently being reviewed)

Potential availability date	Description	Use	Current Balance Sheet Valuation	Redevelopment Cost	Value after Development	Max affordable Rental income	Source of Funds	Comments
Complete	Vansittart Road, Windsor Ex Caretakers House	Multiple Occupancy	£550,000	£100,000	£650,000	£10,800	Loan (in place)	
Complete	Hampden Road Flat above retail unit	Multiple Occupancy	N/A	-	£300,000	£10,500	Fully funded	Not separately valued-This is part of a shop parade-value of entire parade £760,000
2017	16 Ray Mill Road East, (The House training facility)	4 flats	N/A	£200,000	£1,163,636	£40,800	S106	Not separately valued-Valuation includes land that was sold for development-value of land and property £3,978,000
2017	18 – 20 Ray Mill Road East (The Family Centre)	7 flats	N/A	£400,000	£2,036,363	£71,400	S106	

Appendix A - Initial Programme of Development (Currently being reviewed)

Potential availability date	Description	Use	Current Balance Sheet Valuation	Redevelopment Cost	Value after Development	Max affordable Rental income	Source of Funds	Comments
2017	The Brocket, Maidenhead Former PRU, listed building, parking restriction, limited alternative use – subject to further formal decision from the Council	6 flats	£1,000,000	£495,000	£2,300,000	£66,000	S106	
Complete (Re-developed 2014)	York Road, Maidenhead Flats	8 flats	£1,245,000	£1,245,000	£2,400,000	£82,000	Loan (in place)	
2017	Station Road, Wraysbury Private land sale	5 units	Not Council owned	£500,000	£1,500,000	£51,000	Self funded / S106	No longer an option
2017 – onwards	School Caretaker Properties	7 units	£2,041,000	£730,000	£2,041,000	£43,100	S106 / Loan (subject to business case approval)	The redevelopment costs are a provision only for potential improvements that will increase the asset value. Any redevelopment can only be fully assessed once the tenants vacate. Rental

Appendix A - Initial Programme of Development (Currently being reviewed)								
Potential availability date	Description	Use	Current Balance Sheet Valuation	Redevelopment Cost	Value after Development	Max affordable Rental income	Source of Funds	Comments
								does not reflect the affordable rates but is an assumed rate for caretakers in residence.
2018-2020	Future development opportunities	78 units	£6,248,572	£5,350,000	£27,250,000	£840,600	S106 / Loan (subject to business case approval)	It is assumed some of the funding could also utilise the S106 budget as it will be creating affordable units.
2020	Ray Mill Road East Land sold to developer	20 units	N/A	-	£7,000,000	£204,000	Developer Funding	
Totals		138 units	£11,406,572	£9,020,000	£46,640,999	£1,420,200		The redevelopment costs will be funded as follows: c£2.9m of S106 funding, £1.45m of existing agreed loans and £4.7m of new borrowing.

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Report Title:	Pool and Mayoral Cars and the introduction of Electric Vehicle Points
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Cllr Coppinger, Lead Member for Adult Services, Health and Sustainability, Cllr Bicknell, Deputy Leader of the Council and Lead Member for Highways and Transport
Meeting and Date:	Cabinet - 27 April 2017
Responsible Officer(s):	Andy Jeffs, Interim Executive Director, Ben Smith, Highways and Countryside Manager
Wards affected:	All

REPORT SUMMARY

1. This report makes recommendations on the pool cars leased by the Royal Borough; the Mayoral car and Electric Vehicle Charging points.
2. The financial implications of delivering the recommendations on revenue, for the period 2017/18 – 2019/20, are an increase of £8,000.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Delegates authority to the Interim Executive Director in conjunction with the Lead Member for Adult Services, Health and Sustainability, and the Deputy Leader of the Council and the Lead Member for Highways and Transport to:**
 - a. **Terminate the existing pool car fleet at the end of the second year of the three year lease.**
 - b. **Carry out a review of the current mileage policy.**
 - c. **Procure a new electric Mayoral car during 2018/19.**
 - d. **Assess the demand, identify suitable locations and install 10 on-street electric vehicle charging points.**
 - e. **Report to Cabinet in six months on a progress of work and future electric pool cars.**

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Pool cars

- 2.1 The Royal Borough procured a three year lease for a fleet of 13-petrol powered Mini pool cars in January 2016, at an annual charge of approximately £60,000. The pool of cars are located:
 - 9: Town Hall, Maidenhead
 - 2: Tinkers Lane
 - 2: York House, Windsor.

- 2.2 The business case to enter into the lease was based on:
- Each vehicle undertaking 10,000 miles a year. This level of usage offered efficiencies over existing mileage costs incurred by the council through the travel policy.
 - The pool car scheme being developed into a 'Car Club' allowing public use at weekends, subject to establishing a successful scheme internally.
- 2.3 The current average mileage per pool car is roughly 6,300 miles. The impact financially of not achieving the 10,000 miles is £16,900 per annum.
- 2.4 Action being implemented to increase the current usage includes:
- Vehicles more accessible through relocation of pool cars to local sites.
 - Increased promotion of the pool car scheme - emphasising the ease of use of the scheme and the benefits against use of own cars.
 - Providing access to pool cars to employees transferring to Achieving for Children and Optalis.
- 2.5 The lease has penalties for early release. Consequently it is proposed that the current fleet of petrol vehicles is terminated at the second anniversary of the three year lease, at a charge of £3,744.

Mayoral car

- 2.6 The Mayoral car is a Jaguar XJ Sovereign Long Wheel Base purchased in 2011 and was first registered in April 2007. Although the car will be 10 years old in April 2017 it is still in very good condition. The mileage of the car is in excess of 158,000, has a diesel engine and travels approximately 10,000 miles annually. Due to the age of the vehicle, maintenance liabilities are likely to increase.
- 2.7 Opportunities exist to procure a cleaner vehicle, see table 1 for breakdown of potential suitable electric/hybrid vehicles. These vehicles are fuel efficient with low Co2 emissions and substantially lower running costs.

Table 1: Mayoral car lease options

Make	Hybrid / Electric Models	Co2
BMW	5 Series 530e SE	49g/km
BMW	7 Series 740e Exclusive	49g/km
Mercedes	E Class E350e	49g/km
VW	Passat 1.4 Tsi GTE	39g/km
Tesla	Model S 60kWh 5dr Auto	0g/km
Range Rover	Sport 3.0 SDV6 Hybrid HSE	164 g/km
Volvo	XC90 2.0 T8 Hybrid	49 g/km
Lexus	NX 300h 2.5 Sport 5dr CVT	121 g/km

- 2.8 It is recommended that a new electric/hybrid vehicle possibly one listed in table 1 is either leased or purchased as the new Mayoral car. For illustrative purposes

the cost of a mid-range vehicle has been included in the financial section of this paper.

On Street - Electric vehicle charging points

2.9 A majority of electric car owners charge their vehicles overnight when parked at home. This is sufficient for the majority of short, everyday journeys. Where residents do not have off-road parking, they are unable to charge their vehicles at home due to the trip hazard caused by trailing cables across the footway. To address this issue, the OLEV has made funding available for on-street charge points in residential streets, with bids invited from January 2017 onwards. The criteria for bids covers:

- Where charging points can be located, i.e. where properties do not have off-street parking.
- Demand from residents – local evidence exists.
- Accessibility to charging points - parking permit schemes may be appropriate.
- Availability of dedicated bays – whilst not required local authorities are strongly encouraged to consider this.
- A cap of £100,000 on bids, covering up to 75% of cost of the charging points.
- Maintenance of the points - serviceable condition for three years from installation.

2.10 Pod Point, are one of the largest suppliers of charging infrastructure in the UK and offer to local authorities to:

- Match funding for Pods against the government grant - resulting in no net cost to the council.
- Take on all running and maintenance costs and all responsibilities for the life of the charge point (estimated at seven years).
- Install 'fast' 7kW / 32A charge points which can charge a Nissan Leaf from flat in four hours. Each charge point has two outlets and can charge two vehicles at a time.
- Charge a tariff to users that replicate the home charge cost and would be on a 'Pay as You Go' basis.
- Use the profit made to cover all maintenance costs and potentially pay for replacement costs after seven years.
- Use a system that means the charge points are secure and can only be accessed via a smartphone app.
- Protect the charge points by a guardrail to avoid accidental damage.
- Cover the cost of installing 10 charge points, at a total cost circa £50k depending on electrical connection costs (75% grant/25% Pod Point/0% Council).

Note: The only cost for the Council would be in making the order for, or marking out, the dedicated bays.

2.11 Reaction to providing dedicated spaces in residential streets where demand for parking exceeds supply has been mixed to date, as it removes valuable on-street parking from general use. This will be taken into account during the assessment of demand and locations. However, implementing electric charging points would incentivise and promote the take-up of electric vehicles which assists with broader air quality improvements.

Table 2: Option summary

Option	Comments
Pool Cars	
1. Retain existing vehicle fleet and do not convert to electric vehicles. Not the recommended option	This option is not recommended as it delivers no sustainability benefits.
2. Terminate the pool car scheme and request Employment Panel to review the existing staff travel policy. Bring a paper back to Cabinet in 6-months with options to consider implementing an electric pool car fleet. The recommended option	This option is recommended as costs will reduce and there are sustainability benefits.
Mayoral Car	
3. Lease or purchase a new replacement hybrid/electric vehicle. The recommended option	This option is recommended as it minimises future liabilities by replacing the existing car and delivers sustainability benefits.
4. Lease or purchase a new replacement non-hybrid/electric vehicle. Not the recommended option	This option is not recommended as it delivers minimal sustainability benefits.
5. Retain the existing Mayoral car. Not the recommended option	This option is not recommended as ongoing maintenance costs are likely to increase and no sustainability benefits are delivered.
Electric Vehicle Charging Points	
6. Assess demand and identify locations for 10 on-street electric vehicle charging points and engage Pod Point to install these. The recommended option	This option is recommended as it promotes and supports the use of electric vehicles delivering environmental sustainability benefits.
7. Install no electric vehicle charging points and allow the market to develop through domestic and commercial installations. Not the recommended option	This option is not recommended as the promotion and support for electric vehicles may be reduced.

3. KEY IMPLICATIONS

3.1 Key Implications of the recommendations are set out in Table 3.

Table 3: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Pool Cars					
Vehicle mileage	Mileage decreases	0 – 30%	31 – 40%	➤ 40%	31/01/18

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
increases.					
Mayoral Car					
New hybrid / electric Mayoral car available for use.	Beyond 1 st April 2018	1 st April 2018	1 st March 2018	Before 1 st March 2018	1 April 2018
Electric Vehicle Charging Points					
Implement 10 on-street charging points.	No points implemented	10	11 – 20	➤ 20	1Dec 2017

4. FINANCIAL DETAILS / VALUE FOR MONEY

Pool cars

- 4.1 Financial implications of terminating the current pool car fleet at the end of the second year of the three year lease are shown in table 4.

Table 4: Financial details – Pool cars

	Description	2017/18	2018/19	2019/20
Revenue				
i.	Early termination of existing leases	£3,744	Nil	Nil
	Total	£3,744	Nil	Nil

Mayoral car

- 4.2 Financial implications of replacing the Mayoral car for a hybrid/electric vehicle from April 2018 are detailed in tables 5 and 6.

Table 5: Lease financial details – Mayoral car

	Description	2017/18	2018/19	2019/20
Revenue				
ii.	Lease costs	Nil	£7,530	£7,530
iii.	Reduced operating costs	Nil	(£5,900)	(£4,900)
	Total	Nil	£1,630	£2,630

Table 6: Purchase financial details – Mayoral car

	Description	2017/18	2018/19	2019/20
Revenue				
ii.	Purchase costs	Nil	£5,985	£5,985
iii.	Reduced operating costs	Nil	(£4,400)	(£3,400)
	Total	Nil	£1,585	£2,585

On-street electric vehicle charging points

- 4.3 There is zero cost to the council to install and operate the 10 on-street electric vehicle charging points.
- 4.4 Tables 7 and 8 outline the total financial impact of the recommendations.

Table 7: Total financial impact of report's recommendations (Lease option)

REVENUE	2017/18	2018/19	2019/20
Addition	£3,744	£7,530	£7,530
Reduction	Nil	(£5,900)	(£4,900)
Net impact	£3,744	£1,630	£2,630

Table 8: Total financial impact of report's recommendations (Purchase option)

REVENUE	2017/18	2018/19	2019/20
Addition	£3,744	£5,985	£5,985
Reduction	Nil	(£4,400)	(£3,400)
Net impact	£3,744	£1,585	£2,585

5. LEGAL IMPLICATIONS

- 5.1 Procurement of any new vehicles and electric charging points will be fully compliant and secured in accordance with legal requirements.

6. RISK MANAGEMENT

Table 9: Key Risks associated with recommendations

Risks	Uncontrolled Risk	Controls	Controlled Risk
Usage of electric vehicle charging points is low impacting on financial viability and crating dedicated on-street bays which are unused removing valuable parking provision.	High	Business case to be developed prior to installation	Medium
Reputational risk around new Mayoral Car	Medium	Effective communication and transparency	Low

7. POTENTIAL IMPACTS

- 7.1 The conversion of the Mayoral vehicle to hybrid/electric will deliver environmental sustainability benefits to the Royal Borough.
- 7.2 Installation of on-street electric vehicle charging points will promote use of electric vehicles delivering for sustainability benefits and improvements in choice for residents.

8. CONSULTATION

- 8.1 This report will be considered by:

- The Highways & Transport and Corporate Overview and Scrutiny Panels with comments reported to Cabinet for consideration.
- Members of the Sustainability Panel will be invited to comment on the report which will be reported to Cabinet for consideration.

9. TIMETABLE FOR IMPLEMENTATION

9.1 Table 10 shows the stages and deadlines for implementation.

Table 10: Timetable for implementation

Date	Details
27 April 2017	Cabinet report
1 December 2017	On-street electric vehicle charging points operational
31 January 2018	Current pool car fleet terminated
1 April 2018	New Mayoral car available

9.2 Implementation date if not called in: Immediately

10. APPENDICES

10.1 None.

11. BACKGROUND DOCUMENTS

11.1 None.

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Coppinger	Lead Member for Adult Services, Health and Sustainability	03/04/17	03/04/17
Cllr Bicknell	Deputy Leader of the Council and Lead Member for Highways and Transport	04/04/17	04/04/17
Alison Alexander	Managing Director	03/04/17	12/04/17
Russell O'Keefe	Executive Director	03/04/17	
Rob Stubbs	Deputy Director Finance	03/04/17	
Terry Baldwin	Head of HR	03/04/17	

Decision type: Non-key decision	Urgency item? No
Report Author: Andy Jeffs, Interim Executive Director	

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Report Title:	Contract Award – Operation of 4 Marlow Road, Maidenhead
Contains Confidential or Exempt Information?	Part I except for Appendix 5 - Part II – Not for publication by virtue of paragraph 3 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972.
Member reporting:	Cllr Natasha Airey, Lead Member for Children’s Services Cllr Samantha Rayner, Lead Member for Culture and Communities
Meeting and Date:	Cabinet – 27 April 2017
Responsible Officer(s):	Andy Jeffs , Interim Executive Director for Community. Alison Alexander, Managing Director. Kevin McDaniel , Director of Children Services.
Wards affected:	Belmont / All Maidenhead Wards

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REPORT SUMMARY

1. 4 Marlow Road, Maidenhead opened in 2008 and provides an operating base for a number of local organisations, including Maidenhead Citizens Advice Bureau, Relate Marriage Guidance Services and Windsor and Maidenhead Youth Counselling Service, together with the Royal Borough’s Youth Service and various community programmes.
2. Since 6 January 2015, the facility has been managed by the Royal Borough’s Youth Service. However, with the transfer of children’s services to Achieving for Children from 1 August 2017, there is a need to explore alternative options for managing the facility as the new contractor AfC do not wish to manage the community building.
3. Following exploration, this report recommends that operation of the facility should transfer to Parkwood Leisure from 1 August 2017. All existing sub leases and users of the centre would continue to operate as currently. In addition, the Youth Service will be issued with a lease as part of the transfer to Achieving for Children.
4. The car park would continue to be operated by the Royal Borough who would collect and retain the car park income.
5. Four members of staff, 1.8FTE, would be TUPE transferred to Parkwood Leisure.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Approves the addition of 4 Marlow Road to the existing Parkwood Leisure contract, fixed for eight years, as a deed of variation, effective from 1 August 2017.**
- ii) **Approves the TUPE transfer of four part time staff, 1.8FTE, to Parkwood Leisure.**

- iii) **Notes the following sub leases which will be issued subject to a further report to cabinet in May :**
- a. **Achieving for Children for use of the Youth Service area, see Appendix 1. (in line with leases for other AfC building)**
 - b. **Windsor and Maidenhead Youth Counselling Service for their base, see Appendix 2. (for 10 years)**
 - c. **Relate for their base, see Appendix 3. (for 10 years)**
 - d. **Citizens Advice Bureau for their base, see Appendix 4. (for 10 years)**

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

2.1 4 Marlow Road is a purpose built Youth and Community Centre, near Kidwells Park in Maidenhead. It is a well used facility and provides accommodation for a number of local organisations, as well as the Royal Borough's Youth Service and various community programmes, see table 1 for details of activity.

Table 1: 4 Marlow Road activity levels

Organisation	Use of facility	Activity levels
Maidenhead Citizens Advice Bureau	Operating base	4,000 visitors per annum
Relate Marriage Guidance Services	Operating base	2,000 visitors per annum
Windsor and Maidenhead Youth Counselling Service	Operating base	7,000 visitors per annum
Youth Service	Office base and activities programme	9,000 visitors per annum
Various	Community programmes	Over 17,500 visits per annum.

2.2 Since 6 January 2015, the Royal Borough's Youth Service has managed the whole facility. Subject to final ratification on 4 July 2017, the Royal Borough will enter into a partnership with Kingston and Richmond Councils to deliver its children's services through Achieving for Children from 1 August 2017. As a result, options for the future management of the facility have been explored including:

- Culture, Libraries, Arts and Registration Services – the type of building operation does not fit with their operational model and the area is not suitable for inclusion with a library to make it a dual-use site.
- Royal Borough's Facilities Team can offer some of the skills required, but again the building's operating model is very different from their existing model.
- Parkwood Leisure has the necessary skills and experience to operate the site and the operating model is identical to that of the leisure centres.
- Open market tender – with over half the facility sublet on peppercorn leases and covered by a restrictive covenant, the site is not considered an attractive operation for open market tender.

2.3 On the basis of the options explored, it is recommended that 4 Marlow Road is added to the existing contract with Parkwood Leisure. The existing contract allows for additional facilities to be added on the same contractual conditions as

the leisure centres, by use of a deed of variation. This means that the facility would be operated by a professional facility management company, offering additional opening hours and quality levels similar to the leisure centres, as per the specification, and providing continued operational support to all current tenants. The 8 yr contract runs concurrently with the existing leisure centre operating contract.

- 2.4 All existing sub leases and users of the centre would continue to operate as they do currently on the same terms as at present. In addition, a sub lease would be issued to Achieving for Children for the Youth Service use of the facility. New leases would be issued to Citizens Advice Bureau, Relate and Windsor and Maidenhead Youth Counselling Service to ensure that all existing services to residents continue with no break in service.
- 2.5 The car park would continue to be operated by the Royal Borough, collecting and retaining the car park income. In 2016-2017, this was £3,600. Ownership and responsibility for the fabric of the buildings would remain with the Royal Borough and all operational costs would be taken up by Parkwood.
- 2.6 Four members of staff, 1.8FTE, currently provide the facility management of 4 Marlow Road although this is insufficient to cover the breadth of the existing use of the facility and is therefore supplemented by additional staff from the Youth Service. These four members of staff would TUPE transfer to Parkwood Leisure on 1 August 2017.

Table 2: Options

Option	Comments
Approve the issue of a deed of variation to Parkwood Leisure to operate 4 Marlow Road. This is the recommended option	The continued operation of the centre as a facility for hire by local residents will continue, and local organisations and clubs bookings will continue.
Do nothing.	The operation of the centre and its ability to provide services to local residents will be removed.

3. KEY IMPLICATIONS

- 3.1 The key implications are set out in table 3.

Table 3: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Provision of community based services for residents at 4 Marlow Rd.	Reduced hours of operation.	Continued provision.	Additional facilities/ hours provided.	n/a	1 August 2017
Provision of facilities for hire to	Reduced provision of facilities	Continued provision of facilities	Additional operational capacity	n/a	1 August 2017

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
residents for a mixed range of formal and informal activities at 4 Marlow Road	for hire	for hire.	for hire by local residents		

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 The financial implication of the change in facility management would be met from existing budgets . The details of which are appended in part II appendix 5. Subject to agreement, this would be added to the existing 10+10 year Parkwood Leisure contract as a deed of variation.

Table 4: Revenue implications

	2017/18	2018/19	2019/20
	Revenue	Revenue	Revenue
Addition	£0	£0	£0
Reduction	£0	£0	£0
Net impact	£0	£0	£0

- 4.2 Within the 2017-2018 capital programme, £440,000 has been approved to replace the roof at 4 Marlow Road. In addition, it is estimated that there will be an ongoing capital cost of £20,000 per annum to maintain the Royal Borough's elements of the £6,000,000 Grade 2 listed building.

Table 5: Capital implications

	2017/18	2018/19	2019/20
	Capital	Capital	Capital
Addition	£0	£20,000	£20,000
Reduction	£0	£0	£0
Net impact	£0	£0	£0

- 4.3 Basic prices for hire of the facilities would be subject to price control mechanism as with the Leisure Centre contract. Increases will be restricted to a maximum of inflation as measured by C.P.I. in October.

5. LEGAL IMPLICATIONS

- 5.1 4 Marlow Road is held in trust for the community as part of the Kidwells Park Trust, with a restrictive covenant for use for community or education.
- 5.2 The current leases for the Citizens Advice Bureau and Relate expire in August 2018.

- 5.3 Windsor and Maidenhead Youth Counselling Service and Achieving for Children do not have existing leases and these will be prepared by Shared Legal Solutions.
- 5.4 Shared Legal Solutions has confirmed that the existing Parkwood Leisure contract allows additional facilities to be added on the same contractual conditions as the leisure centres, by use of a deed of variation
- 5.5 The contract would operate as part of the Parkwood contract with the Contract Manager responsible for liaising with RBWM. The Kidwells Trust will remain the owner of the building and RBWM as the head lease holder will remain responsible for all building maintenance.

6. RISK MANAGEMENT

- 6.1 The risks of implementing the recommendations of this report are set out in table 6.

Table 6: Risk management

Risks	Uncontrolled Risk	Controls	Controlled Risk
Loss of services to residents if the building is not operated at its current level or there is a period of reduction due to operational management changes	MEDIUM	Liaison with Parkwood Leisure to ensure a smooth transition following approval. Tight contract management.	LOW

7. POTENTIAL IMPACTS

- 7.1 There will be impacts in terms of workforce which will require the TUPE transfer of four members of staff to Parkwood Leisure. Informal consultation has already taken place with the staff concerned and no issues are anticipated.

8. CONSULTATION

- 8.1 The report will be considered by the Culture and Communities and Children's Services Overview and Scrutiny Panels and their comments will be reported to Cabinet.
- 8.2 Consultation on the potential options for 4 Marlow Road has taken place with the Youth Service, Parkwood Leisure, the Royal Borough's Facilities team and the Culture, Leisure, Arts and Registration Service.

9. TIMETABLE FOR IMPLEMENTATION

- 9.1 The timetable for implementation of the recommendations in this report, if approved, is set out in table 7.

Table 7: Timetable

Date	Details
April to July 2017	TUPE consultation with affected staff.
May to July 2017	Negotiation, agreement and issue of sub leases for Citizens Advice Bureau, Relate, Windsor and Maidenhead Youth Counselling Service and Achieving for Children.
May to July 2017	Agreement and issue of deed of variation to Parkwood Leisure contract
1 August 2017	TUPE transfer of staff to Parkwood Leisure
1 August 2017	Handover of facility management to Parkwood Leisure.

- 9.2 Implementation date if not called in: Immediately

10. APPENDICES

- 10.1 The four appendices to the report show the operational areas of the organisations operating from the facility at 4 Marlow Road and can be made available in hard copy or electronic format.

- Appendix 1: Area for Achieving for Children
Appendix 2: Area for Windsor and Maidenhead Youth Counselling.
Appendix 3: Area for Relate.
Appendix 4: Area for Citizens Advice Bureau.
Appendix 5: **Part II** – Financial details and proposed Contract Sum

11. BACKGROUND DOCUMENTS

- 11.1 None

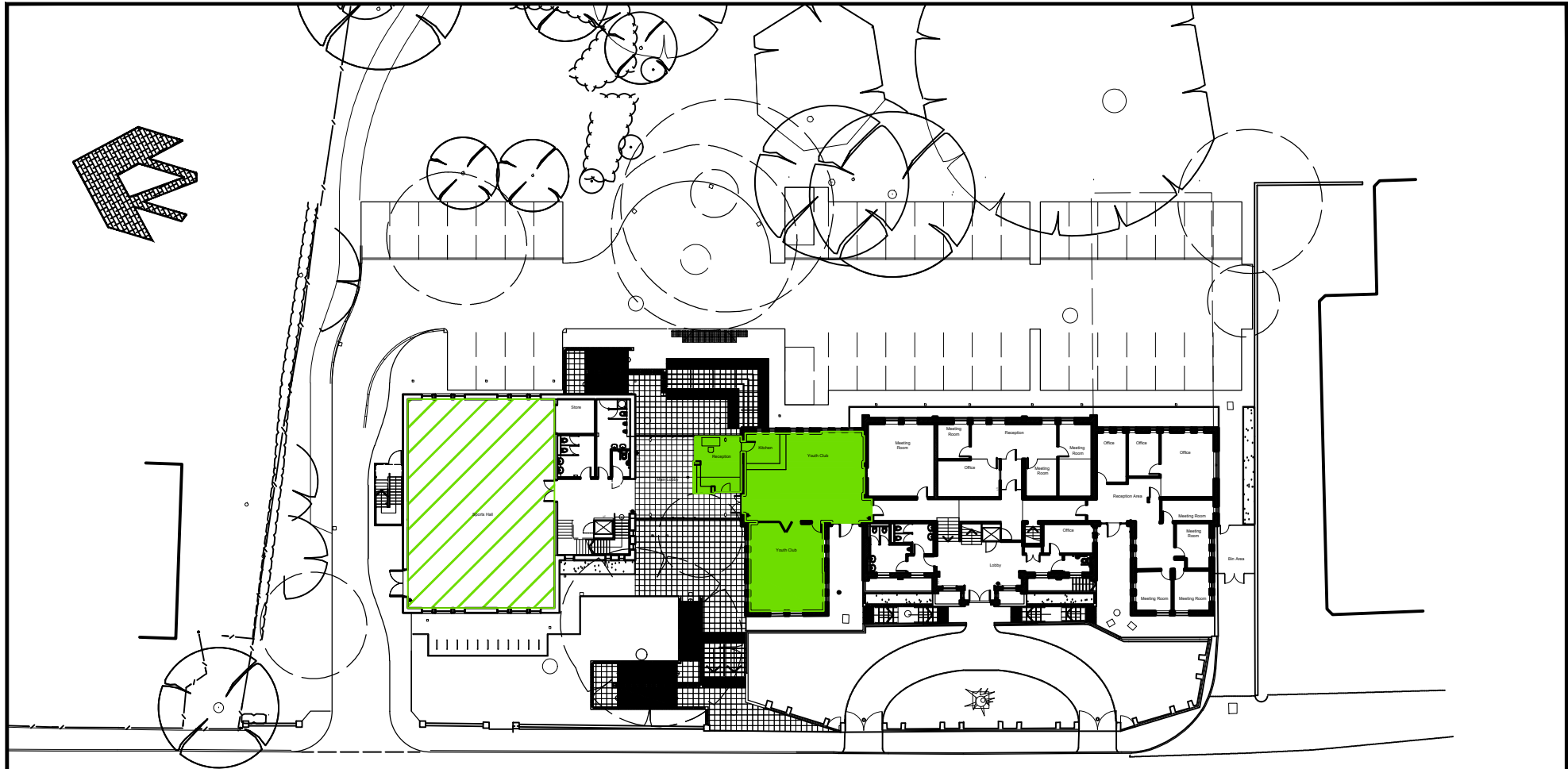
12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr Natasha Airey	Lead Member for Children's Services	25/3/17	3/4/17
Cllr Samantha Rayner	Lead Member for Culture and Communities	25/3/17	3/4/17
Alison Alexander	Managing Director	24/3/17	3/4/17
Russell O'Keefe	Strategic Director	24/3/17	31/3/17
Andy Jeffs	Strategic Director	24/3/17	3/4/17
Rob Stubbs	Section 151 Officer	24/3/17	31/3/17
Terry Baldwin	Head of HR	24/3/17	1/4/17

REPORT HISTORY

Decision type: Key decision	Urgency item? No
Report Author: Kevin Mist, Community Services Project Lead, 01628 796443	

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Ground Floor



Part time

A.f.C. Youth Services



Full time

4, Marlow Road,
Maidenhead,
Berks.

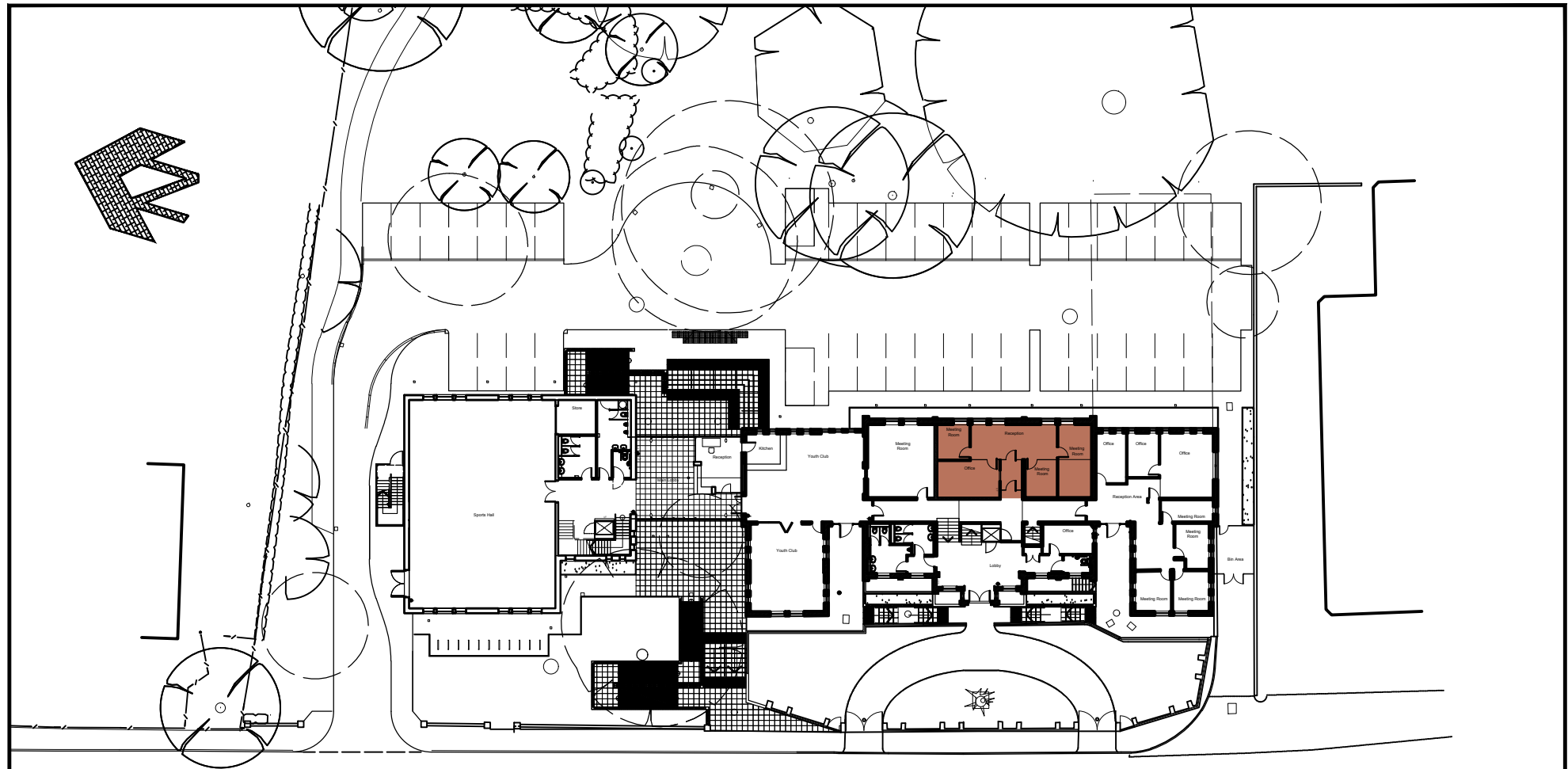
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Ground Floor

No.22 Youth Counselling Service

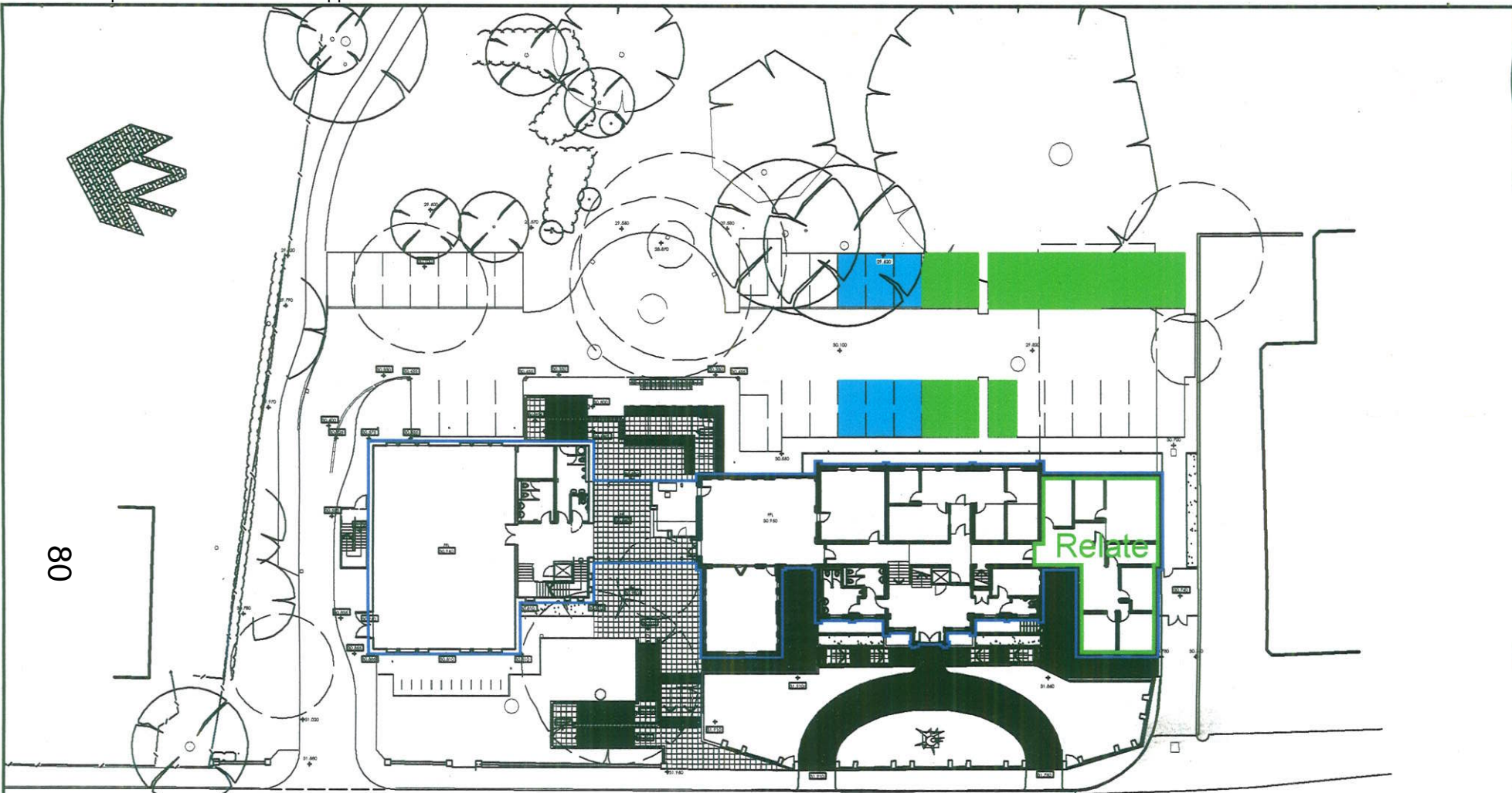
4, Marlow Road,
Maidenhead,
Berks.

Date 17/02/2017
OS. Ref. - SU 8579

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Marlow Road

Ground Floor Offices

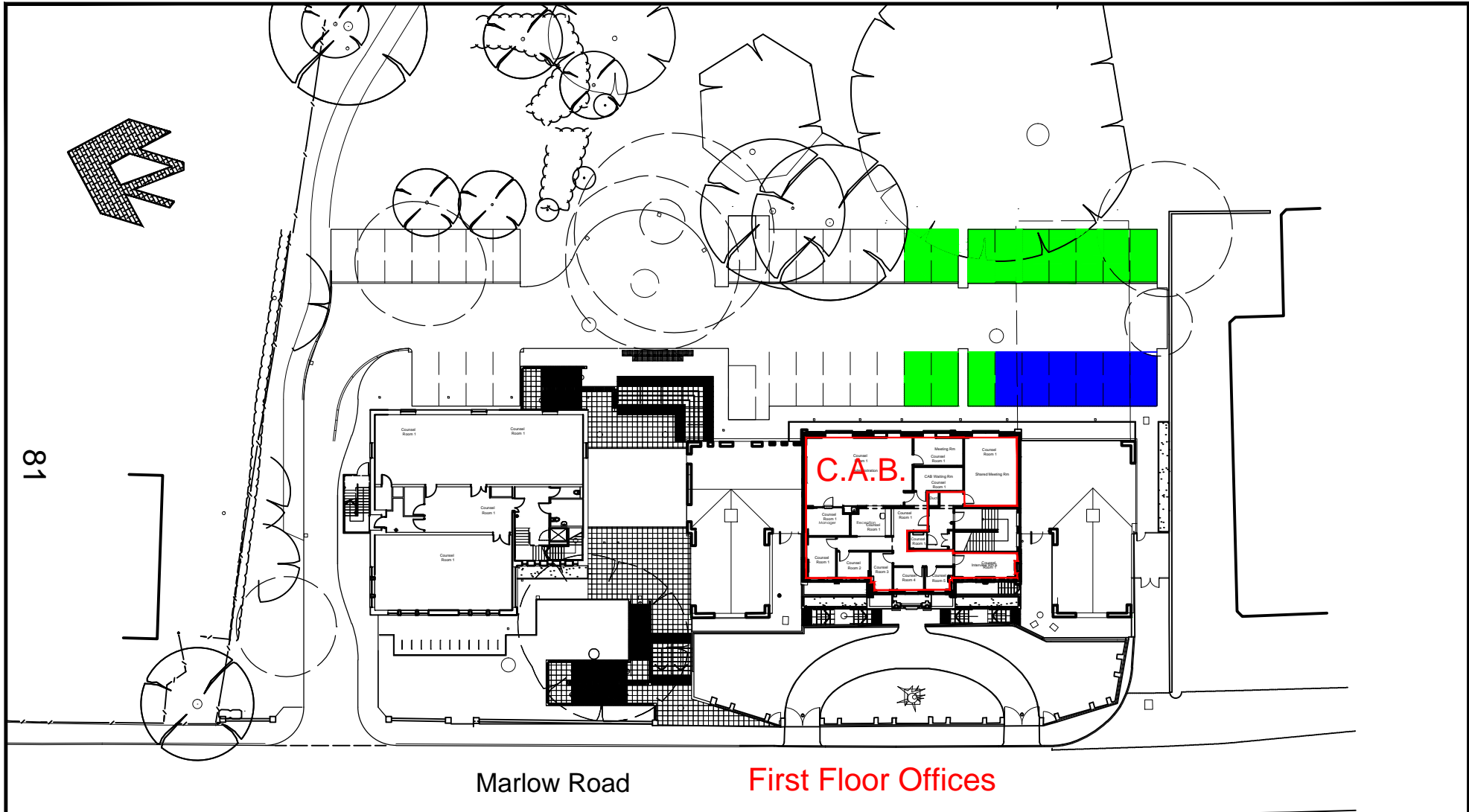
4, Marlow Road,
Maidenhead,
Berks.

Date 08/01/2008
OS. Ref. - SU 8579

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Proposed Lease Plan for C.A.B. offices at
4 Marlow Road, Maidenhead.

Date 08/01/2008

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Report Title:	Financial Update
Contains confidential or exempt information?	NO - Part I
Member reporting:	Councillor Saunders, Lead Member for Finance
Meeting and date:	27 April 2017
Responsible Officer(s):	Russell O'Keefe, Strategic Director of Corporate and Community Services, Rob Stubbs Head of Finance.
Wards affected:	All

REPORT SUMMARY

1. This report sets out the Council's financial performance to date in 2016-17. In summary there is a projected £431,000 underspend on the General Fund, see Appendix A, which is a decrease of £97,000 from the March financial monitoring report. This is due to a net reduction in the underspend forecast in a number of service budgets, see section 4.
2. The Council remains in a strong financial position; with combined General Fund Reserves of £5,911,000 (6.59% of budget) in excess of the £5,270,000 (5.88% of budget) recommended minimum level set at Council in February 2016.

1. DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet:

- i) **Notes the Council's projected outturn position**
- ii) **Notes the transfers to provisions for bad debt and MMI details of which are contained in paragraphs 4.14 to 4.17**
- iii) **Approves the change to the 2017-18 and 2018-19 Registrar's fees details of which are contained in paragraphs 4.18 and 4.19.**

2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

2.1 As this is a monitoring report decisions are not normally necessary.

3. KEY IMPLICATIONS

3.1 There is a General Fund Reserve of £4,907,000 and a Development Fund balance of £1,004,000, see appendix B for a breakdown of the Development Fund. The combined reserves total £5,911,000. The 2016-17 budget report

recommended a minimal reserve level of £5,270,000 to cover known risks for 18 months.

Table 1: Performance of general fund reserves

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
General Fund Reserves Achieved	Below £5,000,000	£5,000,000 to £5,490,000	£5,490,000 to £6,000,000	Above £6,000,000	31 May 2017

4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1. The **Strategic Director of Adults, Children & Health Services** reports a projected outturn figure for 2016-17 of £57,339,000 against a controllable net budget of £57,364,000, an underspend of £25,000. This represents a reduction of £6,000 to the underspend reported to Cabinet in March 2017. There are few significant changes to the variances report last month, as would be expected at this stage in the financial year. The main changes from the previous month's report are:

- £21,000 pressure in the commissioning budget for children in care placements. This arises from 2 new residential placements and one new foster placement in March.
- £22,000 saving from the concessionary fares budget as the reduced demand experienced over the year has continued to impact on the budget.
- £48,000 saving from an unexpected delay in the commencement of residential care placements for people with mental health problems.
- £30,000 saving in services for people with a learning disability following a reduction in the use of agency staff.
- £64,000 pressure in management and support costs arising from a range of budgets including legal support, and costs associated with preparations for the "delivering differently" initiatives.

4.2. Within the dedicated schools grant (DSG) budget variances have arisen that reduce the net pressure on this grant budget by £40,000. These include:

- £119,000 pressure following a detailed Spring Term review of £9,300,000 out of borough placement budget, and the cost of passenger assistance provided for home to school transport.
- £50,000 saving due to a vacancy in the virtual school provision, but provision continues through responsibility being shared.
- £30,000 saving in the Alternative Provision service, by purchasing at a lower cost.
- £70,000 reduction in the annual contribution into the sensory needs consortium, due to reducing costs.

- 4.3. There are no projected variances to report within the HR budget.
- 4.4. The **Strategic Director of Corporate and Community Services** is again able to project an outturn underspend of £64,000 on the 2016-17 controllable directorate budget of £4,389,000.
- 4.5. Minor adjustments have been made to individual service positions but these have negligible net impact.
- 4.6. The **Interim Strategic Director of Operations and Customer Services** reports a full year underspend projection of £337,000 on the net budget of £21,637,000. This represents a reduction of £91,000 on the underspend reported to Cabinet in March 2017.
- 4.7. Operational budget performance has again been maintained, with £74,000 business transition costs impacting the position.
- 4.8. These costs relate to the Resident and Library Service project, in the Maidenhead, Windsor & Ascot libraries, and cover additional resource and infrastructure costs.

Revenue Budget Movement

- 4.9. Revenue budget movements this month are in table 2, see Appendix C for an expanded full year Movement Statement.

Table 2: Revenue Budget Movement

Service expenditure budget reported to February Cabinet	£83,338,000
New enforcement post in Planning	£15,000
Central House costs as agreed by Cabinet Regeneration Sub Committee December 2016	£37,000
Service expenditure budget this month	£83,390,000

Cash Balances Projection

- 4.10. Appendix D provides details of the Borough's cash balance which is based on the assumptions contained in the 2017-18 budget report.
- 4.11. In addition to the investments in the 2017-18 capital programme, the projection considers other capital proposals likely to come forward for approval during the year.
- 4.12. The forecast debt line begins at £62,000,000. This includes £5,000,000 short term borrowing from 20th March 2017 to 20th April 2017, plus the existing £57,000,000 long term debt. The fall below £60,000,000 reflects the repayment of the £5,000,000 short term borrowing on the 20th April 2017.

Bad Debt Provision

- 4.13. The year end review of sundry debt requires an increase of £27,000 to be made to the bad debt provision. This brings the provision to £60,000 on debt of £859,000.

Provision for Mutual Municipal Insurance (MMI)

- 4.14. On the 31st March 2012, the Supreme Court announced its judgement on the Employers Liability Trigger Litigation cases. It ruled that insurers incur liability at the time of exposure to asbestos fibre and not when the disease develops.
- 4.15. This had implications for MMI, a mutual which provided insurance cover for many local authorities until it ceased operating in 1992. The potential liability exceeded funds available within the MMI run off fund and liability transferred therefore, to those authorities that formed the mutual which included RBWM pre-unitary status and the former Berkshire County Council.
- 4.16. When the announcement was made a provision of £257,000 was made in the accounts to meet the Council's liability and this has now been used to cover costs of £271,567.
- 4.17. There is no sign of any reduction to our exposure and it is therefore recommended that a further provision of £256,000 is made along with £15,000 to cover the shortfall of the previous provision, making a total of £272,000.

Change to Registrars Fees

- 4.18. One of the Registrars fees for 2017-18 requires a change from the figure in the budget papers approved by Council in February 2017.
- 4.19. The Borough sets wedding-related fees for two years at a time, to facilitate advance bookings. One of these, to hire the Maidenhead ceremony room on Mondays – Thursdays, requires correction.

Current rates – 17/18 - £200; 18/19 - £220

New rates – 17/18 - £220; 18/19 - £230

The 4.5% increase for 18/19 maintains our position relative to other boroughs, and is lower than last year's.

Capital Programme

- 4.20. The approved 2016-17 capital estimate is £50,443,000, see table 3. The outturn for the financial year is £28,861,000, an increase on the capital outturn in 2015-16 of £27,421,000.
- 4.21. Variances identified in the capital programme have resulted in £1,486,000 of budget no longer required in 2016-17. The majority of these savings relate to the revision of the Housing capital programme.
- 4.22. Slippage of capital programmes to 2017-18 total £20,096,000 gross. Additional slippage of £3,820,000 is reported this month. This includes £1,505,000 for the Maidenhead Waterways project which is scheduled for completion in summer 2017.
- 4.23. Other non devolved slippage totals £887,000 which includes £110,000 of schools feasibility works. Expansion schemes that are programmed for works during summer 2017 include Charters, Cox Green, Dedworth Middle & Lowbrook schools at a value of £632,000. The remainder of slippage is for final payment of completed projects. These will be paid in early 2017/18.

- 4.24. £431,000 slippage for Additional parking for Windsor is currently under review as part of the wider Parking provision work. This is due to commence in 2017-18.
- 4.25. Local Transport Plan works will continue into 2017-18 including £132,000 of delayed roads resurfacing works and £242,000 for the Traffic signal review at Imperial/Clewer Hill Road junctions.
- 4.26. Previously reported slippage of £1,666,000 for the Street lighting LED upgrade has completed earlier than anticipated, resulting in lower overall slippage for this project.

Appendices E and F provide further detail. Table 4 shows the status of schemes in the capital programme.

Table 3: Capital estimates

	Exp	Inc	Net
Approved estimate	£50,443,000	(£19,349,000)	£31,094,000
Variances identified	(£1,486,000)	£1,226,000	(£260,000)
Slippage to 2017-18	(£20,096,000)	£6,175,000	(£13,921,000)
Projected Outturn 2016-17	£28,861,000	(£11,948,000)	£16,913,000

Table 4: Capital programme status

	Report Cabinet April 2017
Number of schemes in programme	532
Yet to Start	10%
In Progress	62%
Completed	23%
Ongoing Programmes e.g. Disabled Facilities Grant	5%
Devolved Formula Capital Grant schemes budgets devolved to schools	0%

5. LEGAL IMPLICATIONS

- 5.1 In producing and reviewing this report the Council is meeting its legal obligations to monitor its financial position.

6. RISK MANAGEMENT

Table 5: risks resulting from this report

Risks	Uncontrolled Risk	Controls	Controlled Risk
None			

7. POTENTIAL IMPACTS

- 7.1 None

8. CONSULTATION

8.1 Overview & Scrutiny meetings are scheduled prior to this Cabinet. Any comments from those meetings will be reported verbally to Cabinet.

9. TIMETABLE FOR IMPLEMENTATION

9.1 Implementation date if not called in: Immediately.

10. APPENDICES

10.1 Appendix A Revenue budget summary
Appendix B Development fund analysis
Appendix C Revenue movement statement
Appendix D Cash flow projection
Appendix E Capital budget summary
Appendix F Capital variances

11. BACKGROUND DOCUMENTS

11.1 Budget Report to Council February 2016.

11.2 Budget Report to Cabinet February 2017.

12. CONSULTATION (MANDATORY)

Name of consultee	Post held	Date sent	Commented & returned
Cllr. Saunders	Lead Member for Finance.	24-3-2017	25-3-2017
Cllr. Rankin	Deputy Lead Member for Finance.	24-3-2017	
Alison Alexander	Managing Director.	20-3-2017	
Russell O'Keefe	Strategic Director of Corporate and Community Services.	20-3-2017	
Andy Jeffs	Interim Strategic Director of Operations and Customer Services.	20-3-2017	
Rob Stubbs	Section 151 Officer.	20-3-2017	20-3-2017

REPORT HISTORY

Decision type: For information	Urgency item? No
Report Author: Richard Bunn, Chief Accountant 01628 796510	

SUMMARY	2016/17		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Adult, Children's & Health Commissioning	7,636	7,113	724
Schools and Educational Services	5,285	5,278	(118)
Health, Early Help & Safeguarding	8,040	8,083	433
Health and Adult Social Care	32,408	33,012	(1,316)
Human Resources	1,167	1,537	0
A,C&H Management	834	1,116	252
Total Adult, Children & Health	55,370	56,139	(25)
Better Care Fund-Expenditure	9,915	11,047	0
Better Care Fund-Income	(8,485)	(9,822)	0
Total Better Care Fund	1,430	1,225	0
Maintained Schools	42,127	38,682	0
Early Years Education and Childcare Provision	7,154	6,335	(207)
Admissions and Pupil Growth	545	381	(40)
Support Services for Schools and Early Years	1,714	1,822	(201)
High Needs and Alternative Provision	13,430	13,639	1,131
Dedicated Schools Grant	(64,970)	(60,859)	(683)
Total Schools Budget (DSG)	0	0	0
Total Adult, Children and Health Services	56,800	57,364	(25)
Director of Operations & Customer Services	(27)	377	0
Revenues & Benefits	816	719	119
Highways & Transport	6,125	6,378	(50)
Community, Protection & Enforcement Services	6,957	7,223	(526)
Customer Services	1,704	1,813	106
Technology & Change Delivery	2,915	2,687	(40)
Library, Arts & Heritage Services	2,316	2,440	54
Total Operations & Customer Services	20,806	21,637	(337)
Director of Corporate & Community Services	85	146	0
Planning, Development and Regeneration Service	(813)	(644)	(55)
Corporate Management	433	654	(41)
Performance	429	454	(30)
Democratic Services	1,955	1,895	(6)
Elections	261	263	8
Legal	104	98	(24)
Finance	2,353	2,381	(20)
Building Services	40	26	20
Communities and Economic Development	(801)	(884)	84
Total Corporate & Community Services	4,046	4,389	(64)
TOTAL EXPENDITURE	81,652	83,390	(426)

SUMMARY	2016/17		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Total Service Expenditure	81,652	83,390	(426)
Contribution to / (from) Development Fund	1,133	355	0
Pensions deficit recovery	2,115	2,115	0
Pay reward	500	5	(5)
Transfer to/(from) Provision for the clearance of Shurlock Road		(180)	0
Transfer to/(from) Provision for Redundancy		(422)	0
Transfer to the provision for MMI		272	0
Transfer to the bad debt provision		27	0
Environment Agency levy	150	150	0
Capital Financing inc Interest Receipts	5,128	5,258	0
NET REQUIREMENTS	90,678	90,970	(431)
Less - Special Expenses	(981)	(981)	0
Transfer to / (from) balances	0	(292)	431
GROSS COUNCIL TAX REQUIREMENT	89,697	89,697	0
General Fund			
Opening Balance	4,681	4,768	4,476
Transfers to / (from) balances	0	(292)	431
	<u>4,681</u>	<u>4,476</u>	<u>4,907</u>
NOTE Service variances that are negative represent an underspend, positive represents an overspend.			

Memorandum Item**Current balance on the Development Fund**

	£000
Opening Balance	649
Transfer (to) / from other reserves	
Transfer from General Fund - sweep	
Transfer (to) / from General Fund - other initiatives	355
	<u>1,004</u>

Corporate Development Fund (AE35) £000		
Balance B/F from 2015/16		649
Transacted amounts in 2016/17		
To/From Capital Fund		0
To/From General Fund		
Transition Grant (2016/17 budget - February 2016 Council)	1,278	
Restructure of the Development and Regeneration service (2016/17 budget - February 2016 Council)	-56	
Minerals and Waste Strategy (2016/17 budget - February 2016 Council)	-61	
Adjustment to contribution due to revised New Homes Bonus (2016/17 budget - February 2016 Council)	-28	
Delivering Children's Services (March 2016 Cabinet)	-200	
Additional Transport Model costs (April 2016 CMT)	-43	
Heathrow Expansion (March 2016 Cabinet)	-30	
Delivering Operations Services (March 2016 Cabinet)	-100	
Road & Streetworks Permit scheme (March 2016 Cabinet)	-120	
Review of Sunday Parking charges (April 2016 Council)	-81	
Forest Bridge Contingency (CMT June 2016)	-100	
Dynamic Purchasing System (March 2016 Cabinet)	-4	
Forest Bridge Contingency no longer required - revenue budget removed	100	
Delivering Adults Services (Oct 2016 Cabinet)	-200	
		355
		<u><u>1,004</u></u>

Appendix C

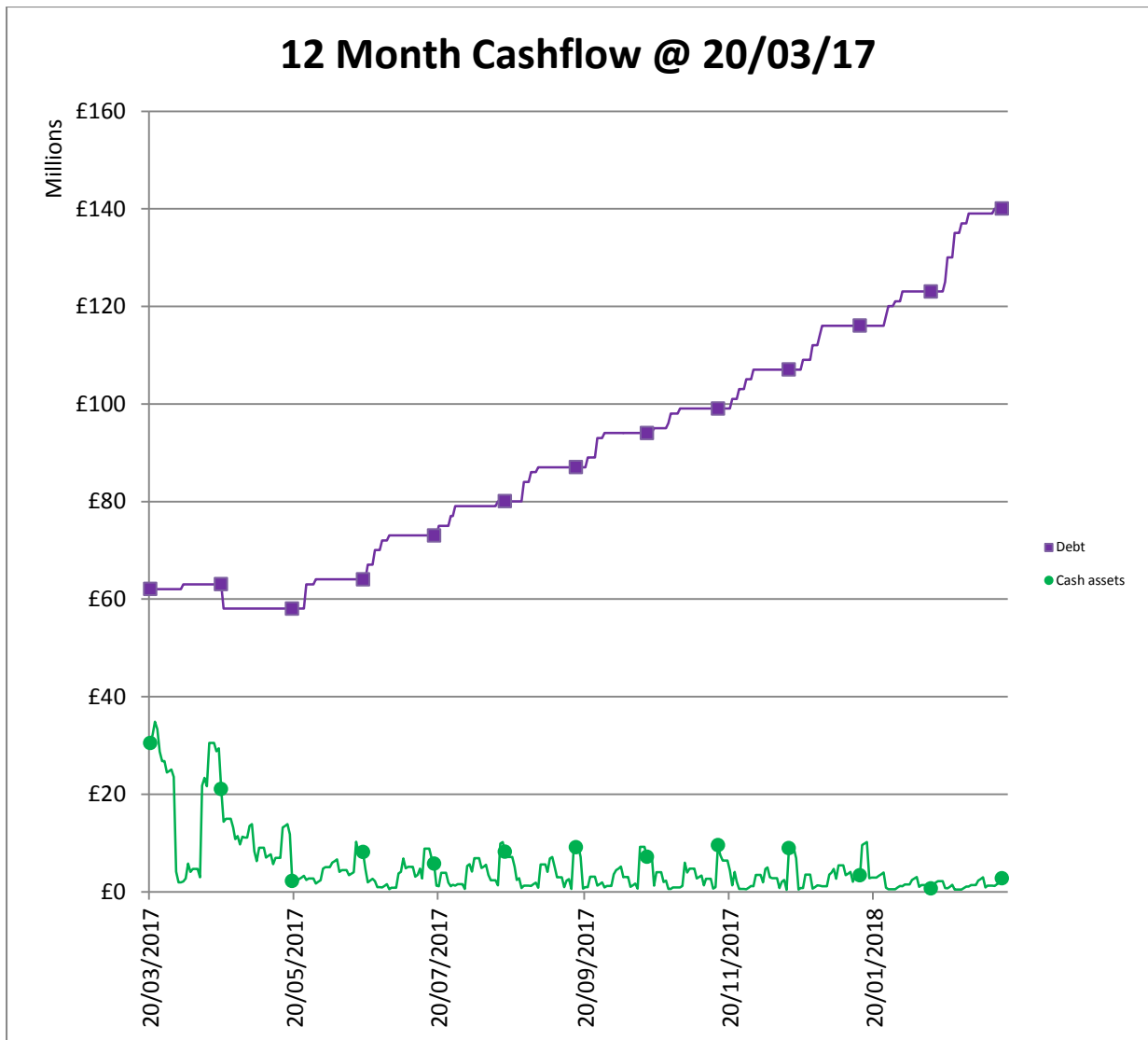
Budget Movement Statement 2016-17

	Funded by Development Fund (1)	Funded by the General Fund (2)	Funded by Provision (3)	Included in the original budget (4)	Total	Approval
	£'000	£'000	£'000	£'000	£'000	
Original Budget					81,652	
1 Transforming Services	200				200	Cabinet March 2016
2 Disabled Facilities Grant				(302)	(302)	Council Feb. 2016
3 Transport model	43				43	CMT April 2016
4 Heathrow Expansion	30				30	Cabinet March 2016
5 Redundancy cost			73		73	Cabinet May 2016
6 Redundancy cost			92		92	Cabinet May 2016
7 Desborough improvements		50			50	Cabinet March 2016
8 Transforming Services	100				100	Cabinet March 2016
9 NRSWA parking scheme	120				120	Cabinet March 2016
10 Sunday parking	81				81	Cabinet April 2016
11 Cleaning & maintenance costs at Cox Green Youth Centre		20			20	Council Feb. 2016
12 Redundancy cost			96		96	Cabinet May 2016
13 Forest Bridge Contingency	100				100	CMT June 2016
14 Pay reward				191	191	Council Feb. 2016
15 Pay reward				173	173	Council Feb. 2016
16 Pay reward				131	131	Council Feb. 2016
17 Dynamic purchasing system	4				4	Cabinet March 2016
18 Redundancy cost			25		25	Cabinet May 2016
19 Bus contract		44			44	Cabinet May 2016
20 Loss of rental income		50			50	Cabinet June 2016
21 Transforming Services		100			100	Cabinet June 2016
22 Redundancy cost			18		18	Cabinet May 2016
23 Redundancy cost			101		101	Cabinet May 2016
24 Removal of Forest Bridge Contingency	(100)				(100)	Cabinet November 2016
25 Redundancy cost			17		17	Cabinet May 2016
26 Transforming Services	200				200	Cabinet October 2016
27 External support for management of the property portfolio		29			29	CMT June 2016
28 New enforcement post in Planning		15			15	BSG / Head of Finance
29 Central House costs		37			37	Cabinet Regeneration Sub Committee December 2016
Changes Approved	778	345	422	193	1,738	
Approved Estimate April Cabinet					83,390	

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NOTES

- 1 When additional budget is approved, a funding source is agreed with the Lead Member of Finance. Transactions in column 1 have been funded from a usable reserve (Development Fund).
- 2 If additional budget is approved but no funding is specified, the transaction would, by default, be funded from the General Fund Reserve. Transactions in column 2 are funded by the General Fund.
- 3 A provision for future redundancy costs is created every year and this is used to fund additional budget in services for the costs of redundancy they incur during the year. Transactions in column 3 are redundancy costs funded by the provision for redundancy.
- 4 Transactions in column 4 are amounts approved in the annual budget which for various reasons need to be allocated to service budgets in-year. An example would be the pay reward budget. Pay reward payments are not approved until June. The budget therefore has to be re-allocated.



Note 1 – Reduced Council Tax and Business Rates collections in February and March coupled with the commitment to pay out £16m of LEP funding in March 2017 and £4.5m for the purchase of the Tenpin Bowling Alley site in Maidenhead causes a decrease in cash balances towards the end of the financial year 2016/17. Contract payments to AFC and Optalis due at the beginning of April 2017 will also reduce cash balances and increase the need to borrow.

Note 2 – Capital expenditure is projected to increase steadily throughout 2017/18. The exact profile may vary and monitoring of schemes and cash balances will decide the rate at which our borrowing will increase to ensure that no unnecessary debt charges are incurred.

Portfolio Summary	2016/17 Original Budget			New Schemes – 2016/17 Approved Estimate			Schemes Approved in Prior Years			Outturn – Gross Expenditure					
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	2016/17 Actual	2016/17 SLIPPAGE	TOTAL	VARIANCE	VARIANCE	
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	(£'000)	(£'000)	(£'000)	(£'000)	(%)	
Community & Corporate Services															
SMILE Leisure	428	(120)	308	1,418	(120)	1,298	46	(14)	32	817	648	1,465	1	0%	
Community Facilities	155	0	155	352	(222)	130	17	0	17	299	68	367	(2)	-1%	
Outdoor Facilities	370	-100	270	602	(154)	448	827	(553)	274	537	898	1,435	6	2%	
Property & Development	0	0	0	30	0	30	482	0	482	192	301	493	(19)		
Governance, Policy, Performance_Partnerships	588	0	588	350	0	350	406	0	406	482	267	749	(7)	-1%	
Regeneration & Economic Development	6,377	(185)	6,192	10,752	(495)	10,257	4,842	(810)	4,032	8,769	6,846	15,615	21	0%	
Total Community & Corporate Services	7,918	(405)	7,513	13,504	(991)	12,513	6,620	(1,377)	5,243	11,096	9,028	20,124	0	(0)	
Operations & Customer Services															
Technology & Change Delivery	0	0	0	0	0	0	335	(6)	329	238	96	334	(1)		
Revenues & Benefits	0	0	0	162	0	162	48	0	48	84	126	210	0		
Customer Services	0	0	0	200	0	200	276	0	276	266	210	476	0		
Green Spaces & Parks	343	(308)	35	436	(322)	114	202	(69)	133	540	99	639	1	0%	
Highways & Transport	9,609	(3,155)	6,454	10,519	(3,555)	6,964	2,117	(892)	1,225	9,025	3,610	12,635	(1)	0%	
Community,Protection & Enforcement Services	890	(380)	510	960	(380)	580	992	(721)	271	773	1,062	1,835	(117)	-1.3%	
Libraries, Arts & Heritage	367	(295)	72	490	(318)	172	468	(147)	321	143	749	892	(66)	-1.8%	
Total Operations & Customer Services	11,209	(4,138)	7,071	12,767	(4,575)	8,192	4,438	(1,835)	2,603	11,069	5,952	17,021	(184)	(0)	
Adult, Children & Health															
HR	0	0	0	0	0	0	0	0	0	2	0	2	2		
Adult Social Care	41	0	41	48	0	48	217	(185)	32	206	51	257	(8)	-20%	
Housing	0	0	0	10	(10)	0	2,397	(2,017)	380	632	575	1,207	(1,200)		
Non Schools	0	0	0	175	(130)	45	302	(229)	73	211	259	470	(7)		
Schools – Non Devolved	4,550	(4,190)	360	5,836	(3,871)	1,965	2,015	(2,015)	0	4,186	3,573	7,759	(92)	-2%	
Schools – Devolved Capital	250	(250)	0	1,029	(1,029)	0	1,085	(1,085)	0	1,459	658	2,117	3	1%	
Total Adult, Children & Health	4,841	(4,440)	401	7,098	(5,040)	2,058	6,016	(5,531)	485	6,696	5,116	11,812	(1,302)	(0)	
Total Committed Schemes	23,968	(8,983)	14,985	33,369	(10,606)	22,763	17,074	(8,743)	8,331	28,861	20,096	48,957	(1,486)	0	

	(£'000)	(£'000)	(£'000)
Portfolio Total	23,968	50,443	28,861
External Funding			
Government Grants	(7,890)	(12,528)	(8,322)
Developers' Contributions	(933)	(6,018)	(3,620)
Other Contributions	(160)	(803)	(6)
Total External Funding Sources	(8,983)	(19,349)	(11,948)
Total Corporate Funding	14,985	31,094	16,913

Capital Monitoring Report - March 2016-17

At 31 March 2017, the approved estimate stood at £50.443m

	Exp	Inc	Net
	£'000	£'000	£'000
Approved Estimate	50,443	(19,349)	31,094
Variances identified	(1,486)	1,226	(260)
Slippage to 2017/18	(20,096)	6,175	(13,921)
Outturn 2016/17	28,861	(11,948)	16,913

Overall Expenditure and Slippage

Outturn for the financial year is £28.861m

Variances are reported as follows.

	Exp	Income	Net	
Community Facilities				
CI19 PB Encourage New Businesses-Maidenhead	(2)	0	(2)	Unforeseen Costs
Property & Development				
CM10 Fire, H&S and Glazing Compliance	(3)	0	(3)	Scheme complete
CM89 Tinkers La.-rewire of smll power & lightg circuits	(9)	0	(9)	Scheme complete
CX33 Project Meeting RoomMaidenhead	(8)	0	(8)	Scheme complete
Outdoor Spaces				
CZ78 P&OS-Clarence Road Fountain (2014/15)	8	0	8	Revised Estimate
CZ86				
Governance, Policy, Performance & Partnership				
CY08 Incentivisation Framework 2014-15	(6)	0	(6)	Revised Business Case
Regeneration				
CI24 259 Ltd Opportunities for Private Rental 2015-16q	21	0	21	
Green Spaces & Parks				
CZ47 P&OS-Ornamental Flower Beds	1	0	1	Scheme complete
Highways & Transport				
CB98 Bray Bailey Bridge Replacement Scheme 2014/15	(1)	0	(1)	Scheme complete
CD19 Highway Drainage Schemes-Capitalised Revenue	(1)	1	0	Scheme complete
CD22 Safer Routes to School	(1)	0	(1)	Scheme complete
CD77 Real-Time Bus Information Improvements	1	0	1	Scheme complete
CD95 Safer Routes-Holyport College	0	95	95	Contribution to follow
Community, Protection & Enforcement				
CD48 Refuse and Recycling Bins-Replacement	(1)	0	(1)	Scheme complete
CT52 Disabled Facilities Grant	(117)	117	0	Revised Estimate
Libraries, Arts & Heritage				
CL70 Library Management System Replacement (2012/13)	2	0	2	Scheme complete
CZ76 P&OS-Alexandra Gardens Improvements (2014/15)	1	0	1	Scheme complete
CZ77 P&OS-WW1 & MC800 Commemoration Prjs (2014/15)	1	0	1	Scheme complete
CLB1 Additional Wifi and Broadband 2015/16	(1)	0	(1)	Scheme complete
CLC1 WW1 Commemorations & Re-enactment 2016-17	(60)	60	0	No match funding available
CLC3 Sculpture Project - Danny Lane 2016-17	(10)	10	0	Scheme complete
CP82 Mhead Lib-Small Pwr Rewire Gnd/1st Floors 15/16	1	0	1	Scheme complete
HR				
CN94 Business Objects Upgrade	2	0	2	Scheme complete
Adult Social Care				
CLC6 Boyne Grove Personal Care Area 2016-17	(5)	0	(5)	
CT42 Adult Personal Social Care	(2)	0	(2)	
CT43 Courthouse Road Conversion of Garage	2	0	2	Unforeseen Costs
CT50 Community Capacity Grant 2015-16	(3)	3	0	
Housing				
CT49 Provision of Additional Travellers Pitches 2014-15	(700)	350	(350)	Planning Permission refused/delayed
CT51 Affordable Home Ownership Capital Investment	(500)	500	0	Budget no longer required. S106 funding will be used to fund the Brill House project in 2017/18.

Non Schools			
CKVS	Office Furniture	(4)	0 (4) Revised Estimate
Schools - Non Devolved			
CK01	Oldfield New School Fees & Miscellaneous Costs	(5)	5 0 Revised Estimate
CK02	Oldfield School Contract	5	5 10 Revised Estimate
CSBF	St Edward's First and Middle School Expansions	(2)	2 0 Revised Estimate
CSDS	Maint Prog. Roofing, Guttering & Windows	(26)	26 0 Revised Estimate
CSDZ	Manor Green Res-chge of use Respite to Sch2013-14	(2)	2 0 Revised Estimate
CSEJ	Queen Anne kitchen, Toilet & Elect Works 2014/15	(2)	2 0 Revised Estimate
CSFB	Secondary & middle sch. Expans. Feasibil. 2015-16	1	1 2 Revised Business Case
CSFD	Trevelyan class sizes Phase 2 - 2015-16	1	1 2 Revised Business Case
CSFF	School Kitchens	1	1 2 Revised Estimate
CSFJ	Various Schools fire alarm upgrades - 2015-16	1	1 2 Revised Estimate
CSFR	Dedworth Middle School water supply 2015-16	(6)	6 0 Scheme complete
CSFZ	Newlands School rewire-2015-16	(9)	9 0 Scheme complete
CSGD	Waltham St Lawrence School Windows	1	1 2 Scheme complete
CSGK	Alexander First school Roof-2015-16	(7)	7 0 Scheme complete
CSGN	Bisham Kitchen-2015-16	5	(5) 0 Revised Business Case
CSGT	Windsor Boys Expansion	(1)	1 0 Scheme complete
CSGZ	Trevelyan School Roof Replacement	(20)	20 0 Scheme complete
CSHC	Alwyn School Access Ramp	1	(1) 0 Revised Estimate
CSHE	Furze Platt Junior Boiler Replacement	(6)	6 0 Scheme complete
CSHF	Bisham Re-Wire and New Lighting	12	0 12 Revised Estimate
CSHH	Maidenhead Nursery School Structural Improvements	2	0 2 Revised Estimate
CSHQ	Schools Participatory Budgeting	(35)	0 (35) Revised Business Case
CSHT	Feasibility for Satellite Grammar	(1)	0 (1) Revised Estimate
		<u>(1,486)</u>	<u>1,226</u> <u>(260)</u>

Final slippage is reported as follows

	Exp	Income	Net
Previously reported slippage	(16,276)	3,213	(13,063)
Community Facilities			
CV18 Improvement-Internet Connectivity Guildhall	(9)	0	(9) Retentions
CV23 Digital Advertising Boards	18	0	18 Reverse slippage
Property & Development			
CM89 Tinkers La.-rewire of smll power & lightg circuits	(10)	0	(10) Revised scheme dependant on accommodation requirements
CX25 Wessex Way, Shopping Parade, MHead 2014-15	(1)	0	(1) Retentions
CX28 Ray Mill Road Residential Development	(76)	0	(76) Ongoing scheme- Has been subject to reptile migration work
CX32 MASH Building Works-Town Hall, Maidenhead	(4)	0	(4) Retentions
SMILE Leisure			
CZ18 Magnet LC Reprovision Design / Initial Site Costs	(50)	0	(50) Sch delayed-Development Manager appointed for Feb 2017
CZ40 Parkwood Set Up Costs	(8)	0	(8) Retentions
CZ42 Leisure Centres-Annual Programme & Equipment	(77)	11	(66) Ongoing scheme / retentions2017-18
CZ44 Charters L.C. Expansion	27	0	27 Reverse slippage
Outdoor Spaces			
CI09 Windsor Wayfinding System-Phase 2 (2014/16)	(2)	0	(2) Scheme ongoing
CI22 Tree Planting	(67)	0	(67) Slippage re ongoing 3 year maintenance contract
CI26 Christmas Lights-Sunningdale High St 2015-16	(1)	0	(1) Retention
CI35 Christmas Lights-Cookham	(5)	0	(5) Ongoing scheme 2017-18
CI39 Christmas Lights - Datchet	(5)	0	(5) Ongoing scheme 2017-18
CLC9 Nicholas Winton Memorial	(49)	0	(49) Work on site
CP94 P&OS-Dedworth Manor All Weather Pitch	(22)	22	0 Awaiting stage payments - new garden at Oaken Grove
CV12 Alexandra Gardens Entrances 2015-16	3	0	3 Reverse slippage
CV16 Love Your Neighbourhood Scheme	(32)	0	(32) Ongoing community projects requiring approval
CV17 Mobile Devices & Software-Confirm Connect Tree Dat	(16)	0	(16) Ongoing scheme - Highways
CV26 P&OS - Deerswood Wildlife Area	1	(1)	0 Reverse slippage
CV36 Ockwells Park Integration - Thriftwood Sch	(21)	0	(21) Ongoing scheme 2017-18
CZ48 P&OS-Outdoor Gym-Haywards Mead, Eton Wick	(22)	0	(22) Delays re consultantion issues
CZ49 P&OS - Victory Field Pavilion Centre	30	(30)	0 Reverse slippage
CZ91 P&OS-Ascot Roundabout War Memorial Fount 2014/15	4	(4)	0 Reverse slippage
Governance, Policy, Performance & Partnership			
CM60 Grants - Outside Organisations	(15)	0	(15) Awaiting drawdown of scheme
CY07 Challenge Prize Scheme	(5)	0	(5) Slip o/s awards - awaiting completion of schemes
CY10 Green Redeem Scheme	(10)	0	(10) Awaiting drawdown of scheme
CY12 Social Enterprise Grant	(56)	0	(56) Slip balance as no bid proposed for 2017/18
CY09 Superfast Broadband in Berkshire (2014/17)	10	0	10 Reverse slippage
CY16 Participatory Budgeting	16	0	16 Reverse slippage
Regeneration			
CB39 A4 Mhd Bridge-Ray Pk Av Gateway Feature 2013/2014	(135)	0	(135) Ongoing Public Realm scheme
CE76 Maidenhead Waterways Restoration Contribution	(19)	19	0 Linked to CI14-M'head Waterways
CG37 Maidenhead Environmental Improvements	(4)	0	(4) Retentions-St Cloud Underpass
CI14 Maidenhead Waterways Construction phase 1	(1,505)	109	(1,396) Ongoing scheme 2017-18
CI16 Maidenhead Opportunity Areas-Feasibility Work	(3)	0	(3) Retention
CI21 Windsor Office Accommodation	11	(12)	(1) Reverse slippage
CI29 Nicholson's Car Park & Central House Scheme	248	102	350 Reverse slippage
CI32 Planning Policy Supplementary Planning Document	(38)	0	(38) Linked to BLP, schemes slipped to 2017
CI33 Clyde House	20	0	20 Reverse slippage
CI34 Meadow Lane Car Park (Eton College)	10	1	11 Reverse slippage
CI40 IDOX Project	(35)	0	(35) 2nd stage payment scheduled Spring 2017
CI45 Development Sites M'headFeasibility/Outline Work	(91)	0	(91) Ongoing scheme / regeneration capital salaries 17-18
CI49 Maidenhead Golf Course	(37)	0	(37) Ongoing project-Development Manager to be appointed
CM49 JV-York Rd, West St, Reform Rd, St Clouds Way	(27)	0	(27) Ongoing procurement of JV partner
CM53 Theatre Royal-Soffit/Roof Light Ventilation 15-16	1	0	1 Ongoing maintenance works
CX26 Declutter Town Moor Subway 2014-15	(27)	0	(27) Scheme yet to commence
CX36 Purchase of LandThriftwood	(5)	0	(5) Outstanding legal fees
Customer Services			
CN59 RBWM Website	1	0	1 Reverse slippage
CN80 CRM Upgrade / Jadu Contract	(30)	0	(30) Ongoing scheme 2017-18
CN99 York House Refurbishment	17	0	17 Reverse slippage
Green Spaces & Parks			
CV03 Parks Improvements	1	25	26 Reverse slippage
CV25 P&OS-Grenfell Park Exercise Machines	14	0	14 Reverse slippage
CZ46 P&OS-Vansittart Road Skate Park-Extension /Imps	(48)	48	0 Ongoing scheme 2017-18
CZ47 P&OS-Ornamental Flower Beds	1	0	1 Reverse slippage
CZ72 P&OS-Biodiversity Projects (2013/14)	2	8	10 Reverse slippage
CZ75 P&OS-Allens Field Improvements Ph 2 (2014/15)	3	0	3 Reverse slippage

Revenue & Benefits				
CN51	Academy Self-Service Modules	(12)	0	(12)
Highways & Transport				
CB98	Bray Bailey Bridge Replacement Scheme 2014/15	2	0	2 Reverse slippage
CB99	Moorbridge Road Gateway 2014/15	(15)	35	20 Ongoing scheme 2017-18
CD01	LTP Feasibility Studies/Investigation/Develop	(7)	7	0 Ongoing scheme 2017-18
CD02	LTP Traffic Management Schemes	39	3	42 Reverse slippage
CD03	A308 (Bray) Road Widening scheme	(37)	9	(28) Ongoing scheme 2017-18
CD07	Road Marking-Safety Programme	(18)	18	0 Ongoing scheme 2017-18
CD09	Speed Limit Reviews	1	3	4 Reverse slippage
CD12	Roads Resurfacing-Transport Asset & Safety	(132)	131	(1) Ongoing scheme 2017-18
CD14	Bridge Parapet Improvement Works	(15)	15	0 Ongoing scheme 2017-18
CD15	Bridge Strengthening Scheme	93	(93)	0 Reverse slippage
CD16	Traffic Signal Removal	(1)	27	26 Ongoing scheme 2017-18
CD18	Highway Drainage Schemes	19	(19)	0 Reverse slippage
CD21	Footways-Construction of New Footways	(43)	34	(9) Ongoing scheme 2017-18
CD22	Safer Routes to School	8	17	25 Reverse slippage
CD23	Local Safety Schemes	6	1	7 Reverse slippage
CD27	Cycling Capital Programme	21	13	34 Reverse slippage
CD28	School Cycle / Scooter Parking	3	0	3 Reverse slippage
CD31	Thames Street Paving Improvements	27	1	28 Reverse slippage
CD32	Verge Parking Measures	(1)	1	0 Ongoing scheme 2017-18
CD33	Verge Protection Measures	(32)	12	(20) Ongoing scheme 2017-18
CD35	Reducing Congestion & Improving Air Quality	(44)	44	0 Ongoing scheme 2017-18
CD36	Reducing Street Clutter	(6)	1	(5) Ongoing scheme 2017-18
CD42	Maidenhead Station Interchange & Car Park	5	100	105 Reverse slippage
CD45	Public Conveniences-Refurbishment 2015-16	12	0	12 Reverse slippage
CD55	Virtual Message Signs - Windsor 2015-16	(92)	0	(92) Ongoing scheme 2017-18
CD62	P.B. Windsor Road & Pavement Repairs	(20)	0	(20) Ongoing scheme 2017-18
CD63	P.B. Ascot/Sunnings Rd & Road & Pavement Repairs	(5)	0	(5) Ongoing scheme 2017-18
CD71	Flood Risk Management -Asset Register	(20)	41	21 Ongoing scheme 2017-18
CD73	Replacement Highway Drain-Waltham Rd,White Walthm	(6)	6	0 Ongoing scheme 2017-18
CD75	Bus Stop Accessibility	32	(32)	0 Reverse slippage
CD76	Bus Stop Waiting Areas	(34)	12	(22) Ongoing scheme 2017-18
CD77	Real-Time Bus Information Improvements	(136)	11	(125) Ongoing scheme 2017-18
CD78	Dedworth Rd-Environmental & St Scene Enhance(PAVE)	(28)	0	(28) Ongoing scheme 2017-18
CD79	A329 London Rd/B383 Roundabout-Scheme Development	91	0	91 Reverse slippage
CD82	Intelligent Traffic System-Maintenance & Renewal	2	0	2 Reverse slippage
CD83	Traffic Signal Review-Imperial/Clewer Hill Rds Junctions	(242)	0	(242) Ongoing scheme 2017-18
CD84	Street Lighting-LED Upgrade	1,666	0	1,666 Reverse slippage
CD87	Pothole Action Fund-DfT Grant	(75)	75	0 Ongoing scheme 2017-18
CD96	Safer Routes-Oldfield School	(5)	0	(5) Ongoing scheme 2017-18
Community, Protection & Enforcement				
CD46	Alley Gating	(8)	0	(8) Ongoing scheme 2017-18
CD48	Refuse and Recycling Bins-Replacement	24	0	24 Reverse slippage
CD51	Lalpac Licensing Software Package-Update	(10)	0	(10) Ongoing scheme 2017-18
CD52	Remote Working Equipment Laptops-Upgrade	(83)	0	(83) Ongoing scheme 2017-18
CD85	Enforcement Services-Mobile Phone Replacement	(1)	0	(1) Ongoing scheme 2017-18
CD86	Stafferton Way - Site Repairs	(23)	0	(23) Ongoing scheme 2017-18
CB67	New MSCP Feasibility- Stafferton Way 2014/15	(44)	44	0 Ongoing scheme 2017-18
CD37	Car Park Improvements	(6)	0	(6) Ongoing scheme 2017-18
CD38	Changes to On-Street Parking Signage	(6)	0	(6) Ongoing scheme 2017-18
CD40	Car Park Signage-Improvements	(6)	0	(6) Ongoing scheme 2017-18
CD57	Nicholson's Car Pak-Upgrade Parking System	(1)	0	(1) Ongoing scheme 2017-18
CE64	Additional Parking Provision for Windsor	(431)	431	0 Ongoing scheme 2017-18
CY03	Energy Savings Initiative	(2)	0	(2) Ongoing scheme 2017-18
Technology & Change Delivery				
CN54	Delivering Differently - Generic IT Bid	(2)	0	(2) Ongoing scheme 2017-18
CA05	Document Management System 2013/14	(1)	0	(1) Ongoing scheme 2017-18
CN85	Windows Server 2003 Upgrade 2015-16	(30)	0	(30) Ongoing scheme 2017-18
CN89	Tablet Computers-Secure Enablement BYOD/CYOD 15-16	(1)	0	(1) Ongoing scheme 2017-18
CN90	Network Consolidation 2015-16	1	0	1 Reverse slippage
CN95	Replacement-WiFi Solution for Council Offices	(14)	0	(14) Ongoing scheme 2017-18
Libraries, Arts & Heritage				
CC14	Del Diff - Service Hubs	(100)	0	(100) Ongoing scheme 2017-18
CZ14	Cox Green Library-Improvements (2014/15)	(2)	2	0 Ongoing scheme 2017-18
CL72	Libraries-PC Booking Software (2012/13)	0	(2)	(2) Ongoing scheme 2017-18
CL70	Library Management System Replacement (2012/13)	(5)	0	(5) Ongoing scheme 2017-18
CZ98	Heritage Garden Signage 2015-16	(1)	0	(1) Ongoing scheme 2017-18
CZ94	Heritage Trails 2015-16	(3)	3	0 Ongoing scheme 2017-18
CZ95	Museum Improvements Programme 2015-16	(8)	8	0 Ongoing scheme 2017-18
CZ96	Berkshire Records Office 2015-16	(15)	15	0 Ongoing scheme 2017-18
CZ97	Arts in the Parks 2015-16	(5)	5	0 Ongoing scheme 2017-18
CLB2	Sunninghill Library 15/16 Lease Repairs	(41)	26	(15) Ongoing scheme 2017-18
CLB4	Maidenhead Library - New Kiosks - 2016-17	(10)	10	0 Ongoing scheme 2017-18
CLB6	Digitisation of Museum collection 2016-17	1	(1)	0 Reverse slippage

CLB7	Improvements at Eton Wick Library 2016-17	(8)	8	0 Ongoing scheme 2017-18
CLB8	Improvements at Cookham Library 2016-17	(15)	15	0 Ongoing scheme 2017-18
CLC3	Sculpture Project - Danny Lane 2016-17	(15)	15	0 Ongoing scheme 2017-18
CLC7	Windsor Lib Lighting Replacement - 2nd Phase 2016-17	(2)	0	(2) Ongoing scheme 2017-18
CLC8	Paintings Collection Conservation 2016-17	(13)	0	(13) Ongoing scheme 2017-18
CP82	Mhead Lib-Small Pwr Rewire Gnd/1st Floors 15/16	(2)	0	(2) Ongoing scheme 2017-18
Non Schools				
CKUA	Aiming High for Disabled Children (AHDC)	(1)	1	0 Ongoing scheme 2017-18
CKVH	2Yr old capital entitlement	(7)	7	0 Ongoing scheme 2017-18
CKVL	Hurley Canoe Centre Storage Facility	(76)	76	0 Ongoing scheme 2017-18
CKVM	Youth Centre upgrades-2015-16	(33)	33	0 Ongoing scheme 2017-18
CKVN	IT Software upgrades-2015-16	(30)	30	0 Ongoing scheme 2017-18
CKVP	Children's Centres buildings-2015-16	(25)	0	(25) Ongoing scheme 2017-18
CKVR	Youth Centres Modernisation Programme 2016/17	(87)	87	0 Ongoing scheme 2017-18
Schools - Non Devolved				
CSEU	Riverside (Ellington) Primary expansion 2014-15	(4)	4	0 Ongoing scheme 2017-18
CSEV	All Saints Primary Expansion	(32)	32	0 Ongoing scheme 2017-18
CSEX	Feasibility/Survey Costs	(110)	110	0 Ongoing scheme 2017-18
CSFB	Secondary & middle sch. Expans. Feasibil. 2015-16	(46)	46	0 Ongoing scheme 2017-18
CSFC	Ascot Primaries Feasibilities-2015-16	(25)	25	0 Ongoing scheme 2017-18
CSFD	Trevelyan class sizes Phase 2 - 2015-16	(23)	23	0 Ongoing scheme 2017-18
CSFG	Education Capital Emergency Fund	(27)	27	0 Ongoing scheme 2017-18
CSFL	Bisham School House repairs	(4)	4	0 Ongoing scheme 2017-18
CSFN	Waltham St Lawrence School Kitchen -2015-16	(7)	7	0 Ongoing scheme 2017-18
CSFQ	Eton Wick kitchen 2015-16	(7)	7	0 Ongoing scheme 2017-18
CSGD	Waltham St Lawrence School Windows	(13)	13	0 Ongoing scheme 2017-18
CSGE	Eton Porny School Windows-2015-16	(3)	3	0 Ongoing scheme 2017-18
CSGH	Holy Trinity Cookham Roof-2015-16	(1)	1	0 Ongoing scheme 2017-18
CSGK	Alexander First school Roof-2015-16	(18)	18	0 Ongoing scheme 2017-18
CSGL	South Ascot Village Primary-2015-16	(3)	3	0 Ongoing scheme 2017-18
CSGR	Charters Expansion	(203)	203	0 Ongoing scheme 2017-18
CSGT	Windsor Boys Expansion	108	(108)	0 Reverse slippage
CSGU	Holy Trinity Sunningdale Bulge Classroom	(4)	4	0 Ongoing scheme 2017-18
CSGV	Cox Green School Expansion Year 1 of 3	(133)	133	0 Ongoing scheme 2017-18
CSGW	Furze Platt Senior expansion Year 1 of 3	(31)	31	0 Ongoing scheme 2017-18
CSGX	Dedworth Middle School Expansion Year 1 of 3	(153)	153	0 Ongoing scheme 2017-18
CSGZ	Trevelyan School Roof Replacement	(7)	7	0 Ongoing scheme 2017-18
CSHB	Furze Platt Junior School - Hall Extension	3	(3)	0 Reverse slippage
CSHD	Bisham House Refurbishment	(3)	3	0 Ongoing scheme 2017-18
CSHE	Furze Platt Junior Boiler Replacement	(4)	4	0 Ongoing scheme 2017-18
CSHG	Bisham General Refurbishment	(26)	26	0 Ongoing scheme 2017-18
CSHP	Wraysbury school - Staffroom Extension	(24)	0	(24) Ongoing scheme 2017-18
CSHU	Windsor Girls Expansion	64	(64)	0 Reverse slippage
CSHV	Lowbrook Expansion	(143)	0	(143) Ongoing scheme 2017-18
CSHX	Newlands Girls School	(8)	8	0 Ongoing scheme 2017-18
Schools - Devolved Capital				
CJ77	Budget Only NDS Devolved Capital	(521)	521	0 Ongoing scheme 2017-18
CSDK	S106 Academies and other LEA's	(137)	137	0 Ongoing scheme 2017-18
		<u>(20,096)</u>	<u>6,175</u>	<u>(13,921)</u>

Overall Programme Status

The project statistics show the following position:

Scheme progress	No.	%
Yet to Start	52	10%
In Progress	331	62%
Completed	120	23%
Ongoing Programmes e.g.. Disabled Facilities Grant	28	5%
Devolved Formula Capital Grant schemes budgets devolved to schools	1	0%
Total Schemes	<u>532</u>	<u>100%</u>

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Agenda Item 8

By virtue of paragraph(s) 1, 3, 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

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