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NOTICE OF MEETING

CABINET

will meet on

THURSDAY, 27TH JULY, 2017

At 7.30 pm

in the

COUNCIL CHAMBER - TOWN HALL, MAIDENHEAD

TO: MEMBERS OF CABINET

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

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

DEPUTY LEAD MEMBERS: Councillors Ross McWilliams (Policy & Affordable Housing), Malcolm
Alexander (Streetcare and Windsor & Eton), Hari Sharma (Bus Champion), Marius Gilmore
(Manifesto Delivery), Mike Airey (Planning Performance), John Bowden (Aviation and Heathrow
Airport), Phillip Love (Maidenhead Regeneration and Maidenhead)

Karen Shepherd - Democratic Services Manager - Issued: Wednesday, 19 July 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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AGENDA

PART I

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| 1. | <u>APOLOGIES FOR ABSENCE</u> To receive any apologies for absence | |
| 2. | <u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest | 7 - 8 |
| 3. | <u>MINUTES</u> To consider the Part I minutes of the meeting held on 29 June 2017 To note the Part I minutes of the meeting of the Cabinet Regeneration Sub Committee held on 27 June 2017. | 9 - 18 |
| 4. | <u>APPOINTMENTS</u> | |
| 5. | <u>FORWARD PLAN</u> To consider the Forward Plan for the period August 2017 to November 2017 | 19 - 28 |
| 6. | <u>CABINET MEMBERS' REPORTS</u> <u>Children's Services</u> i. Capital Programme Update - Schools | 29 - 38 |
| | <u>Neighbourhood Planning</u> ii. Hurley and Walthams Neighbourhood Plan Decision to Proceed to Referendum | 39 - 46 |
| | <u>Finance</u> iii. Financial Update | 47 - 60 |

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

| <u>ITEM</u> | <u>SUBJECT</u> | <u>PAGE NO</u> |
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| 8. | <u>MINUTES</u> To note the Part II minutes of the meeting of the Cabinet Regeneration Sub Committee held on 27 June 2017. <i>(Not for publication by virtue of Paragraph 1, 2, 3, 4, 5, 6, 7 of Part 1 of Schedule 12A of the Local Government Act 1972)</i> | 61 - 64 |
| 9. | <u>CABINET MEMBERS' REPORTS</u> <u>Children's Services</u> i. Capital Programme Update - Schools (Appendix) <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i> | 65 - 66 |
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| | <u>Finance/Economic Development and Property</u> iv. Pension Fund Valuation 2016 <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972)</i> | 161 - 168 |
| | <u>Details of representations received on reports listed above for discussion in the Private Meeting:</u> None received | |

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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, 29 JUNE 2017

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

Principal Members also in attendance: Stuart Carroll and David Hilton

Also in attendance: Councillor Ed Wilson

Officers: Alison Alexander, Rob Stubbs, Louisa Dean, Russell O'Keefe, Karen Shepherd, Anna Robinson, Andy Jeffs and Kevin McDaniel

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Rankin, Bateson and McWilliams.

DECLARATIONS OF INTEREST

Councillor Dudley declared a Personal Interest in the item 'Financial Update' as it included a proposal for classrooms at Braywick Court School on the Riverside Primary School site. He was Chair of Governors at Riverside Primary School. He remained in the room for the duration of the discussion and voting on the item.

Councillor Saunders declared a Personal Interest in the item 'Financial Update' as he was a member of the Bisham Primary Interim Executive Board. The proposal in the report in relation to Bisham Primary would be for the benefit of the Trust which was due to acquire responsibility for the school in the future.

MINUTES

RESOLVED UNANIMOUSLY: That:

- i) The minutes of the meeting held on 30 May be approved.**
- ii) The minutes of the meeting of the Cabinet sitting as Trustees of the Kidwells Park Trust held on 30 May 2017 be approved.**
- iii) The minutes of the Cabinet Local Authority Governors Appointments Sub Committee held on 30 May 2017 be noted.**

QUESTIONS FROM RIVERSIDE PRIMARY SCHOOL PUPILS

Ethan, Year 6, asked the following question:

'What will the council do to decrease the amount of drugs and cigarettes being used?'

The Principal Member for Public Health and Communications explained that the council had two workers who did lots of work in schools and young clubs to raise awareness of the dangers of drugs and alcohol. They also worked with young people

who took drugs or drank alcohol, to help them give up. Last month the council launched its Resilience programme. The council had a contract with an organisation called Cranstoun who worked with adults from a base in Reform Road to help with addictions.

To use money in the best way, the council had decided to focus its stop smoking service on particular groups would benefit most: young people and their parents and carers, pregnant women, people with mental health issues and people with really complex medical problems who had been identified by their doctor. The stop smoking service worked with young people and their parents and carers to help them to stop smoking. Earlier that day the council had piloted a play at Woodlands Park Primary School which was all about the harmful effects of smoking. The council wanted to roll it out to other schools including Riverside. The council also had trained a Youth Worker specifically in stop smoking services.

Ethan, Year 6, asked the following question:

‘Can the council build houses / apartments for temporary use by homeless people until they find a job?’

The Chairman responded that there was a lot of debate at the moment about building houses. The council tried to help homeless people in different ways. The council owned a building that provided emergency shelter that was open all year round. For people who had a job that was not well paid, the council had schemes in conjunction with Housing Associations whereby people could own part of the house and pay rent on the rest of the balance. Over a period of time they would get to own their own house. The council also had a number of flats that it rented out at an affordable level for people on a lower income. The council did not directly build houses but worked with planners and local builders to plan for where houses were to be built . Hopefully this would help avoid people becoming homeless.

Skylar, Year 6, asked the following question:

‘Can the council decrease the price of taxes and / or increase wages for families in Maidenhead?’

The Lead Member for Finance explained that almost all taxes paid by people in the area were set by central government and therefore the council had no control. However the council did collect council tax and fees for various services such as parking and marriage licences. It was a matter of clear policy to ensure the amounts charged were as low as possible. Although council tax had increased somewhat this year, over the last 8 or 9 years the amount paid by residents had reduced by 30% in real terms. It was also a determined policy of the council to seek to promote as much as possible the regeneration of the area, in particular the Maidenhead town centre which had become depressed and tired over the last few decades. The council was investing substantial sums of money to ensure the regeneration of Maidenhead and to some extent also Windsor and Ascot. As commercial businesses were more successful, there would be more opportunities to employ people and a greater opportunity for higher wages. The council could not tell companies to pay more but could create the right economic environment to help them.

Skylar, Year 6, asked the following question:

'I have really benefitted from the speech and language resource at Riverside Primary. How will the council make sure it is still here in the future for other children to benefit from?'

The Lead Member for Children's Services responded that she would discuss the issue with the Director of Children's Services and the Headteacher to ensure the all children who needed support received it. She would either send Skylar a letter or come and speak to her at the school when she had a full answer.

APPOINTMENTS

The Chairman, on behalf of Cabinet, congratulate Andy Jeffs on his permanent appointment as Executive Director – Communities.

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 'Secondary Expansion Programme Up-Date' would be presented to Cabinet in July 2017.
- The item 'Communication Partnership Strategy' would be presented to Cabinet in July 2017.
- The item 'Parking Provision' would be deferred to the Cabinet Regeneration Sub Committee on 25 July 2017.
- The item 'Nicholson's Car Park' would be deferred to the Cabinet Regeneration Sub Committee on 25 July 2017.

CABINET MEMBERS' REPORTS

HIGHWAYS AND TRANSPORT WORKS PROGRAMME 2017/18

Members considered approval of the detailed highways schemes which made up the individual work programmes totalling £2,810,000 of the total capital investment of £5.4m.

The Lead Member explained that the report had been circulated to Members of the Highways, Transport and Environment Overview and Scrutiny Panel; no comments had been received. For those who were unaware, he explained that haunching involved smoothing out the road surface when it had spread out and rippled towards the edge. Schemes were included in the programme following requests from residents and Ward Councillors and also technical assessments by officers. Appendix B provided an indicative list of schemes in sight for the next two years.

Of the £5.4m budget, £2.2m was grant funding from the Department for Transport and £190,000 came from S106 funding.

Councillor Ed Wilson stated this was an important report for Dedworth. A lot of roads were in need of repair and it felt like the council was playing catch-up. He asked whether the council should have a separate remediation programme for the Dedworth area just to bring it up to the standard of the rest of the borough. He also asked the following questions:

- Bell View was a very badly repaired road therefore he asked for an update.
- When would the major patching programme start and finish?
- There had been a number of cycle parking requests from Neighbourhood plan groups but just the one from the Cycle Forum? Where did accountability for the schemes lie?

The Lead Member responded that he was happy to answer in general terms at the meeting and write to councillor E Wilson after the meeting. The Bell View site had been assessed following a request by Councillor Wilson in May 2017 and was subsequently included on the reserve programme for delivery in 2018/19 or review earlier if additional funding became available. The exact cost of repairs was not yet known.

The resurfacing and surface dressing programme was due to start at the beginning of July, and would run through until the middle of August. The patching programme had commenced and was on-going, encompassing patching requirements that were identified throughout the year

Councillor Cox joined the meeting at 7.55pm.

The Lead Member explained that there was an budget for road maintenance to manage the whole road network, over 600km. The A and B roads programme was derived from technical assessment data focussed on those road most in need of attention. This had proved successful in performing very well against performance targets. The C, D and unclassified roads in the programme were developed from a combination of the assessment data, highway inspections and Member requests. All of the proposed sites were subject to a detailed visual assessment to confirm the need for work, the treatment type and extents. This then formed the draft capital programme, which was presented to Cabinet for approval.

Members of the Cycle Forum tended to be more concerned with cycle routes than cycle parking. The Cycle Forum had been consulted on the draft Cycling Action Plan and they were happy with all of the schemes that were proposed within it. As an example of Neighbourhood Plan engagement, addressing cycle parking issues in Eton has been a major concern of the Eton & Eton Wick Neighbourhood Plan Group and Councillor Alexander had been closely involved in all discussions and was supportive of the proposals to be delivered. The cycle parking at Osgood Park and Victoria Park were put in the capital programme at Councillor Wilson's request.

The Chairman commented that the roads in Dedworth did need work as their had been a period of under-investment over the years. This should be a priority in the next couple of years.

The Lead Member for Finance commented that the programme was extremely competent and effective. He had shared the draft programme with his colleagues on Cookham Parish Council. The only comment he had received related the reliability of road dressing following a previous bad experience in the parish. The Parish Council had been happy with the officer response received. Therefore the Parish Council had not had to add or deduct any item on the proposed programme despite being given the opportunity to do so. He commented that when he drove outside the borough boundaries, particularly to the north, the road surface quality significantly dropped. He was therefore impressed with the on-going programme in the borough. From a financial point of view he was conscious of the importance of a substantial and

meaningful amount being allocated to the programme, despite other competing demands.

The Principal Member for Public Health and Communications commented that he was very happy to see Altwood Road in his ward included in the programme. The proposal was for a pedestrian crossing to allow children from Altwood and St Edmund Campion to cross safely.

Members noted that the recommendation would be updated to remove the word 'Interim' from the Executive Director title.

RESOLVED UNANIMOUSLY: That Cabinet:

- i. Delegates authority to the Executive Director, in conjunction with the Deputy Leader and Lead Member for Highways and Transport to implement the programme of work set out in Appendix A, and for them to agree minor amendments to the approved schemes within approved budgets, and implement reserve or substitute schemes should this become necessary;**
- ii. Approves the indicative programmes for 2018-19 and 2019-20 as set out in Appendix B.**

Councillor E. Wilson left the meeting at 7.05pm

INVESTMENT IN SHARED OWNERSHIP PROVISION

Members considered a further investment of £500,000 into the Royal Borough's successful Do-It-Yourself Shared Ownership scheme (DIYSO) delivered in partnership with Housing Solutions. This would maximise the opportunities for a further 10 local households to access a home ownership option.

The Chairman explained that funding for the scheme came from S106 and was time limited. This was the best way to use the £500,000. There had been a number of tranches of the scheme over the years, the most recent was directed at Key Workers. The latest tranche was open to any resident. Since its launch in 2014, the DIYSO scheme has ensured that 31 Royal Borough households had secured shared home ownership, with a further 10 keyworkers who would benefit from the scheme in 2017 from investment agreed by Cabinet in 2016.

However it was clear that the largest way the situation could be improved was as the Borough Local Plan went through, particularly in the town centre developments which would need to include a minimum 30% affordable housing.

Councillor Beer had sent in comments on the report, as a Member of the Planning and Housing Overview and Scrutiny Panel. In response the Chairman explained that the report concerned £500,000 of time limited funds that must be allocated by September 2017 or returned to the developer. The scheme was the only established and secure method to provide affordable housing in the borough. The RBWM Property Company was unable to make use of the funding within the specific timeframe. With no other models for delivery in place this was the best option. Following the appointment of a Housing Enabling Manager in January 2017 work was being done to bring forward more rented accommodation, but the timeframe to do so was too restricted for this

funding. The council was currently consulting on a Housing Strategy for the borough which would come to the Cabinet in September 2017, detailing all the ways the council would be looking to increase the amount of affordable housing.

The Principal Member for Ascot Regeneration commented that the council had a great focus on affordable housing but much of this would come in the future. He welcomed the funding to help families today. He asked how people got on the list to access the support?

The Chairman requested that it be made clear on the borough website how people could apply. The Managing Director suggested the banner could be used to promote the scheme for a period of time from August 2017, as detailed in the timetable included in the report.

RESOLVED UNANIMOUSLY: That Cabinet:

- i) **Agrees to invest £500,000 of Section 106 funds into the Do-It-Yourself Shared Ownership scheme with Housing Solutions Ltd.**

APPOINTMENT TO OUTSIDE AND ASSOCIATED BODIES

Members considered the appointment of representatives to serve the Council on a number of associated and outside bodies. The Lead Member for Adult Services and Health highlighted that many councillors were representatives of multiple organisations, which added to the value provided to the borough. He highlighted the Spoore, Merry and Rixman charity which distributed up to £1m of grant funding to help people achieve their educational goals. He confirmed that the Charity Commission had approved payments to be made from capital as well as the interest on the capital funds.

Members noted that the Twinning Committee, which had been in operation since 1977, had decided it was time for the process to be re-energised. A new constitution had been developed which had been approved by the relevant Overview and Scrutiny Panel and was now before Cabinet for noting. The Lead Member for Culture and Communities commented that the Twinning Committee did a fantastic job. The current Members had started in 1977 and would be retained on the new committee.

Nick Stevens, Headteacher at Riverside Primary, confirmed that the school had received £10,000 from the Spoore, Merry and Rixman fund for library improvements including new books and online resources. The Chairman commented this was important as the school was in an area of deprivation with a significant number of children with English as a second language. He thanked all the Trustees of the fund for their work in the community. The Lead Member explained the fund was currently considering an application for STEM teaching to be introduced at a secondary school in the borough. The Chairman requested a link be put on the borough website to the application page for the fund.

RESOLVED UNANIMOUSLY: That Cabinet notes the report and:

- i) **Appoints representatives to serve on the organisations listed in the schedule Appendix 1.**

- ii) **Delegates authority to the Executive Director, in consultation with the Leader of the Council and Leader of the Opposition Group, to fill any ad hoc vacancies that might arise through the year from nominations received.**
- iii) **Notes the revised Constitution adopted at the recent Twinning AGM (Appendix 2) which reflects the revised oversight for the council's twinning and partnership towns' arrangements.**

FINANCIAL UPDATE

Members considered the latest financial update. The Lead Member highlighted that £330,000 had been added to the Home to School Transport budget this year but significant pressures were expected and the anticipated overspend at this stage was predicted to be £220,000.

He commented that the Maidenhead Advertiser earlier that day had reported that the council was to spend £840,000 to keep bus services running in the area. It was confirmed that the additional cost was actually £153,000; the rest was in the base budget.

The Lead Member then took Cabinet through a number of capital items that had required recommendations in the report:

- An allocation of £483,000 as discussed earlier for road resurfacing. This was at no cost to residents.
- £200,000 of funding from the Education and Skills Funding Agency for the vacant possession of a site at Braywick Court. This was at no cost to residents.
- Accommodation for the benefit of Braywick Court School at the Riverside Primary site. £130,000 would come from the Education and Skills Funding Agency and the remaining £60,000 from SEN grant funding.
- Bisham School would soon become part of the Ashley Hill Multi-Academy Trust (MAT) which already ran two successful primary schools in the borough. It was appropriate for the borough to ensure the fabric of the school was in a fit state for the transfer and further maintenance costs. An agreement had been made with the MAT therefore £200,000 needed to be earmarked for 2019/2020 and 2020/21.

The Lead Member for Children's Services requested an additional recommendation following the decision at Full Council earlier this week, to conditionally gift a piece of land to Lowbrook Academy so the school had the best chance of securing external funding for their expansion proposals. The gift would be conditioned for expansion purposes only and until 2022.

The Chairman requested the insertion of the words 'for Forest Bridge School' into recommendation iii).

Members noted that recommendation v) should refer to £200,000 rather than £200,00.

RESOLVED UNANIMOUSLY: That Cabinet:

- i) **Notes the Council's projected outturn position for 2017-18.**

- ii) Approves the addition of a £483,000 grant funded budget to the capital programme for further investment in the planned maintenance of the highway asset and improvements to transport infrastructure (details in paragraph 4.14).
- iii) Approves the addition of a £200,000 budget to the capital programme to cover enabling costs in achieving vacant possession of a site in Braywick Park for Forest Bridge School. The budget will be funded by a contribution from the Education Funding Agency (details in paragraph 4.15).
- iv) Approves the addition of a £190,000 grant funded budget to the capital programme to cover costs of an additional double classroom for Riverside school (details in paragraph 4.16).
- v) Approves the addition of a £200,000 budget to the capital programme in 2019-20 and £200,000 in 2020-21 for the maintenance of the school buildings at Bisham Primary School. Further details in paragraph 4.17.
- vi) Delegates the Lead Member for Children’s Services and the Director of Children’s Services to agree the contractual terms of the transfer of Bisham Primary School to the Ashley Hill Trust in relation to the maintenance of the school buildings. Further details in paragraph 4.17.
- vii) That Cabinet gives approval to proceed to invite tenders for phase one and phase two of the shared building services contracts (details in paragraph 4.22).
- viii) Delegates the Lead Member for Children's Services, Director of Children's Services and Head of Law and Governance to complete the transfer of land secured from Cox Green to the Lowbrook Academy at nil cost under a covenant that secures the space for future school expansion

The Chairman thanked Riverside for hosting the meeting. He commented that he had spent the day meeting staff across the council offices and thanked them for their hard work in delivering services for residents.

The meeting, which began at 6.30 pm, finished at 7.30 pm

CHAIRMAN.....

DATE.....

CABINET REGENERATION SUB COMMITTEE

TUESDAY, 27 JUNE 2017

PRESENT: Councillors Simon Dudley (Chairman), Phillip Bicknell, Carwyn Cox, Samantha Rayner, MJ Saunders, Derek Wilson, David Evans, and David Coppinger.

Principal and Deputy Lead Members also in attendance: Councillors David Hilton and Phillip Love

Also in attendance: Alex McKinley (Savills)

Officers: Andy Jeffs, Russell O'Keefe, Karen Shepherd, Alison Alexander and Rob Stubbs

APOLOGIES FOR ABSENCE

Apologies for Absence were received from Councillors Bateson and Rankin.

DECLARATIONS OF INTEREST

None received

MINUTES

RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 2 May 2017 be approved.

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 5-6 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 6.00 pm, finished at 6.38 pm

CHAIRMAN.....

DATE.....

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Agenda Item 5

CABINET: 27 JULY 2017

FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

| ITEM | ORIGINAL CABINET DATE | NEW CABINET DATE | REASON FOR CHANGE |
|---|---|--|------------------------------|
| Nicholson's Car Park | 27/6/17 Cabinet Regenerati on Sub Committee | 25/7/17 Cabinet Regeneration Sub Committee | To allow for further work |
| Parking Provision | 27/6/17 Cabinet Regenerati on Sub Committee | 25/7/17 Cabinet Regeneration Sub Committee | To allow for further work |
| Secondary Expansion Programme Update | - | 27/7/17 | New Item |
| Communications Partnership Strategy | - | 27/7/17 | New Item |

FORWARD PLAN OF CABINET 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), D Wilson (Planning), Mrs N Airey (Children's Services), Saunders (Finance), S Rayner (Culture & Communities incl. Resident and Business Services), Rankin (Economic Development, Property and Deputy Finance), D. Evans (Maidenhead Regeneration and Maidenhead). Also in attendance (non-Executive): Councillors Bateson (Principal Member Neighbourhood Planning, Ascot & the Sunnings), Targowska (Principal Member HR, Legal & IT), Carroll (Principal Member Public Health and Communications) and Hilton (Principal Member Ascot Regeneration).

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

| 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) |
|-----------------------------------|---|--|---------------------------------|--|---|--|--|--|--|
| 20 1. Station Opportunity Area | Fully exempt - 3 | To consider the draft scheme | No | Lead Member for Highways and Transport (Councillor Phillip Bicknell) | Russell O'Keefe | Internal process | Corporate Services Overview and Scrutiny Panel 17 Aug 2017 ; Highways, Transport & Environment tbc | Cabinet Regeneration Sub Committee 22 Aug 2017 | |
| 2. Property Company | Fully exempt - 3 | Quarterly update on the activities of RBWM Prop Co | No | Lead Member for Economic Development, Property and Deputy Finance (Councillor Jack Rankin) | Russell O'Keefe | Internal process | Corporate Services Overview and Scrutiny Panel 17 Aug 2017 | Cabinet Regeneration Sub Committee 22 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) |
|--|--|---|---------------------------------|--|---|---|---|--|--|
| 3. Braywick Leisure Centre RIBA Stage 2 Sign Off | Open - | Approval of the RIBA Stage 2 Design, planning application submission and capital budget. | Yes | Lead Member for Finance (Councillor MJ Saunders), Lead Member for Culture and Communities (Councillor Samantha Rayner) | Kevin Mist | Internal process | Corporate Services Overview and Scrutiny Panel 17 Aug 2017 Culture and Communities Overview and Scrutiny Panel 14 Aug 2017 | Cabinet Regeneration Sub Committee 22 Aug 2017 | |
| 1. Public House Article 4 Directions 21 | Open - | Public House Article 4 Directions | Yes | Lead Member for Planning (Councillor Derek Wilson), Councillor Michael Airey | Russell O'Keefe | Internal process | Planning & Housing Overview & Scrutiny Panel 15 Aug 2017 | Cabinet 24 Aug 2017 | |
| 2. 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 | |
| 3. School Meals Catering Contract | Open - | Our present contract expires in July 2018 and we therefore need to tender for new supplier from 1st August 2018 | Yes | Lead Member for Children's Services (Councillor Natasha Airey) | Kevin McDaniel | Internal process | Children's Services Overview and Scrutiny Panel tbc | Cabinet 24 Aug 2017 | |
| 4. CCTV - Technological Review | Open - | This report details the findings of a technological review of the council's CCTV system. An | Yes | Lead Member for Environmental Services (Councillor Carwyn Cox) | Andy Jeffs | Internal process and consultation with ward members for specified | Corporate Services Overview and Scrutiny Panel 17 Aug 2017 Crime & Disorder | Cabinet 24 Aug 2017 | |

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|---|--|--|---------------------------------|---|---|---|--|---|--|
| | | appraisal of options for potential future investment and service enhancements will be provided. | | | | camera locations | Overview & Scrutiny Panel 23 Aug 2017 | | |
| 5. CSC Telephony Options | Open - | Telephony hardware and software options required including update on delivery options contact centre | Yes | Lead Member for Culture and Communities (Councillor Samantha Rayner) | Jacqui Hurd | Internal process | Corporate Services Overview and Scrutiny Panel 17 Aug 2017 | Cabinet 24 Aug 2017 | |
| 22 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 Governors Appointments Subcommittee 26 Sep 2017 | |
| 1. 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), Deputy Lead Member Policy and Affordable Housing (Councillor | Hilary Hall | Internal process | Corporate Services Overview and Scrutiny Panel tbc | Cabinet 28 Sep 2017 | |

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|---|--|--|---------------------------------|--|---|---|---|--------------------------|--|
| | | | | Ross McWilliams) | | | | | |
| 23 2. Options to Meet School Place Demand from 2019 Across the Borough | Open - | The report sets out a forecast of likely demand for school places and the impact on choice and availability before outlining a range of proposals to ensure residents can continue to access high quality schools from 2020. | Yes | Lead Member for Children's Services (Councillor Natasha Airey) | Kevin McDaniel | Internal process | Children's Services Overview and Scrutiny Panel 20 Sep 2017 | Cabinet 28 Sep 2017 | |
| 3. Budget - Initial Savings Proposals | Open - | To consider savings proposals for the medium term financial plan. | No | Lead Member for Finance (Councillor MJ Saunders) | Rob Stubbs | Internal process | Adult Services and Health Overview and Scrutiny Panel 27 Sep 2017 Children's Services Overview and Scrutiny Panel 20 Sep 2017 Corporate Services Overview and Scrutiny Panel tbc Crime & Disorder Overview & Scrutiny Panel tbc Culture and | Cabinet 28 Sep 2017 | |

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|---|--|---|---------------------------------|--|---|---|--|--------------------------|--|
| | | | | | | | Communities Overview and Scrutiny Panel tbc Highways, Transport and Environment Overview and Scrutiny Panel 21 Sep 2017 Planning & Housing Overview & Scrutiny Panel tbc | | |
| 24 Council Manifesto Tracker | Open - | An outline of performance against the Council's manifesto Commitments | Yes | Chairman of Cabinet (Councillor Simon Dudley), Deputy Lead Member – Manifesto Delivery (Councillor Marius Gilmore) | Hilary Hall | Internal process | Corporate Services Overview and Scrutiny Panel tbc | Cabinet 28 Sep 2017 | |
| 5. Update on Pool Cars and Electric Vehicle Charging Points | Open - | Report to update Cabinet on the use of pool cars and the results of the assessment of demand and location for electric vehicle charging | No | Lead Member for Adult Services and Health (Councillor David Coppinger), Lead Member for Highways | David Scott | Sustainability Panel 18 September 2017 | Corporate Services Overview and Scrutiny Panel tbc Highways, Transport and Environment Overview and | Cabinet 28 Sep 2017 | |

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|-------------------------------------|--|---|---------------------------------|--|---|---|---|--|--|
| | | points | | and Transport (Councillor Phillip Bicknell) | | | Scrutiny Panel tbc | | |
| 25 6. Housing Strategy | Open - | To agree a housing strategy for the borough that includes the approach to developing affordable housing and preventing homelessness | Yes | Lead Member for Adult Services and Health (Councillor David Coppinger) | Hilary Hall | Internal process | Planning & Housing Overview & Scrutiny Panel tbc Adult Services and Health Overview and Scrutiny Panel 27 Sep 2017 | Cabinet 28 Sep 2017 | |
| 7. Financial 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 28 Sep 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 24 Oct 2017 | Cabinet 26 Oct 2017 | |
| 1. Options for Community Land Trust | Part exempt - 3 | The report will identify high level options supported by business plans and information on a Community Land Trust | No | Lead Member for Economic Development, Property and Deputy Finance (Councillor Jack Rankin) | Russell O'Keefe | Internal process | Corporate Services Overview and Scrutiny Panel 24 Oct 2017 | Cabinet Regeneration Sub Committee 30 Oct 2017 | |
| 2. Property Company | Fully exempt - 3 | Quarterly update on the activities of | No | Lead Member for Economic | Russell | Internal process | Corporate Services | Cabinet Regenera | |

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|---|--|---|---------------------------------|--|---|---|---|--|--|
| | | RBWM Prop Co | | Development, Property and Deputy Finance (Councillor Jack Rankin) | O'Keefe | | Overview and Scrutiny Panel 24 Oct 2017 | tion Sub Committee 30 Oct 2017 | |
| 1. Annual Consultation on School Admission Arrangements | Open - | This is the start of the annual statutory consultation on admission arrangements | Yes | Lead Member for Children's Services (Councillor Natasha Airey) | Kevin McDaniel | Consultation with schools | Children's Services Overview and Scrutiny Panel tbc | Cabinet 23 Nov 2017 | |
| 2. Council Performance Management Framework Quarter 2 | Open - | Report detailing performance of the Council against the corporate scorecard for quarter 2 2017/18 | 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 16 Nov 2017 Culture and Communities Overview and Scrutiny Panel 15 Nov 2017 | Cabinet 23 Nov 2017 | |
| 3. Finance Update | Open - | Latest financial update | No | Lead Member for Finance (Councillor MJ Saunders) | Rob Stubbs | Internal process | Corporate Services Overview and Scrutiny Panel 16 Nov 2017 | Cabinet 23 Nov 2017 | |
| 1. Appointment of Local Authority Governors | Part exempt - 1 | To consider the appointment of LA Governor Representatives to Governing Bodies | Yes | Lead Member for Children's Services (Councillor Natasha Airey) | Mary Kilner | Consultation with schools and governing bodies | n/a | Cabinet Local Authority Governors Appointm | |

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|------|--|---------------------------|---------------------------------|---|---|---|-------------------------------------|--------------------------------|--|
| | | of Schools in the Borough | | | | | | ents Sub Committee 23 Nov 2017 | |

| 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. |

| | |
|--|---|
| Report Title: | Capital Programme Update – Schools |
| Contains Confidential or Exempt Information? | No, except Appendix A - Part II – Not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. |
| Member reporting: | Cllr Natasha Airey, Lead Member for Children’s Services. |
| Meeting and Date: | Cabinet - 27 July 2017 |
| Responsible Officer(s): | Kevin McDaniel, Director of Children’s Services. |
| Wards affected: | All |

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REPORT SUMMARY

1. In July 2016, Cabinet approved a growth in the capital budget for secondary school places to £29,600,000 for expansions at six schools including programme design and risk contingency of £3,700,000. This programme was designed to meet the demand arising from the population growth currently passing through the primary school system.
2. This report sets out the detail of the tender returns for two of the schemes, at Charters academy and Cox Green academy and seeks Cabinet approval to accept the tenders.
3. Further, the report seeks approval to accept the tender for a section 106 funded scheme which will provide a total of 30 new places (6 per year) at Newlands Girls academy.
4. A report will come to September cabinet which outlines the planning approach for the next round of school expansions required to support the housing developments outlined in the Borough Local Plan.
5. Following full Council on 27 June, the decision to not provide additional funding for the expansion of Lowbrook Academy has resulted in a release of committed capital and the report seeks approval to redirect some of that funding to cover a shortfall in the budget for school maintenance schemes to be carried out this year following confirmation that the capital grant is circa £294,000 less than expected.

1. DETAILS OF RECOMMENDATIONS

RECOMMENDATION: That Cabinet notes the report and approves the recommendations:

i) To accept three tenders:

- a. From Dawnus Construction for Charters academy in the sum of £3,343,199.**
- b. From Dawnus Construction for Cox Green academy in the sum of £3,681,388.**

c. **From Contract Trading Services for Newlands Girls' academy in the sum of £769,890.**

ii) **To confirm the reassignment of £290,000 allocated to the Lowbrook expansion to maintain the maintenance programme for schools, as set out in Table 7.**

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

2.1 The Borough has previously committed to invest £29.6m to provide 1,380¹ more secondary school places across the borough through the expansion of six academy schools: Windsor Girls, The Windsor Boys School, Dedworth Middle, Charters, Furze Platt Senior and Cox Green. Section 4 sets out the details of that expansion and the current costs relating to each scheme.

Charters Academy

2.2 The scheme at Charters is part of the secondary expansion programme to provide 30 more places each year, 210 in total. The scheme comprises a new block of 11 general classrooms and two science labs, and a dining room extension.

2.3 Tenders have been analysed by the technical team, and errors and omissions corrected. Revised tender sums have been agreed with contractors and the lowest figure is recommended.

Table 1: Tender recommendation for Charters

| Company | Tenders received | Final agreed tender figure |
|---------------------|------------------|----------------------------|
| Dawnus Construction | £3,161,642 | £3,343,199 |

2.4 The total project cost, including fees, surveys and a contingency, totals £4,510,000 which represents £21,476 per place. The budget approved for Charters School in July 2016 was £4,300,000 plus a portion of the Risk and Contingency budget for developing all the schemes in the programme. This scheme is therefore within budget.

Table 2: Options for Charters Academy

| Option | Comments |
|---|---|
| Accept the tender from Dawnus Construction . Recommended. | This would enable the whole scheme to proceed. |
| Re-tender, hoping for even lower costs. | This would be a considerable risk, with little likelihood of success. It would put the programme back to an unacceptable timescale for admitting the additional pupils. |

Cox Green Academy

2.5 The scheme at Cox Green is part of the secondary expansion programme to provide 30 more places each year, 210 in total. The scheme comprises a new block of nine general classrooms and a re-provided kitchen/dining room, with a number of remodelled classrooms, two of which are science labs.

¹ For clarity, this calculation is based on any sixth form year groups counting as full year groups.

- 2.6 Tenders have been analysed by the technical team, and errors and omissions corrected and revised tender sums have been agreed with contractors. During this process however, one company have refused to agree to the terms and conditions of the contract, so it would be imprudent to proceed with them. The next lowest tenderer is Dawnus Construction, an increase in cost of £15,847. This is considered to be a small enough difference to outweigh the lack of contract acceptance by the other company.
- 2.7 Dawnus Construction have been asked to confirm that they could manage both Cox Green and Charters schemes, if awarded both. They have confirmed that they can as other large contracts they have been involved in are at an end, and they are ready to take on new ones.

Table 3: Tender information for Cox Green

| Company | Tenders received | Final agreed tender figure |
|---------------------|------------------|----------------------------|
| Dawnus Construction | £3,336,465 | £3,681,388 |

- 2.8 The total project cost, including fees, surveys including contingencies, totals £5,800,000, which represents £27,619 per place.
- 2.9 The budget approved for Cox Green in July 2016 was £4,700,000, plus a portion of the Risk and Contingency budget for developing all the schemes in the programme. This scheme is therefore within budget and recommended for approval.

Table 4: Options for Cox Green Academy

| Option | Comments |
|--|--|
| Accept the tender from Dawnus Construction. Recommended. | This would enable the whole scheme to proceed. |
| Re-tender, hoping for even lower costs. | This would be a considerable risk, with little likelihood of success. It would put the programme back to an unacceptable period. |

Newlands Girls' Academy

- 2.10 This scheme is in the capital programme, approved by Council on 21 February 2017, based on the access to £776,000 of S106 monies that have been collected (specifically for use at Newlands Girls' School) in recent years. This resource can only be spent on projects that increase the capacity of Newlands Girls' School to admit more pupils.
- 2.11 The school has many modular buildings on site and a very small playing field, so a scheme was developed that fills in two spaces within the existing main building. The scheme creates three extra teaching spaces – two in a double storey linking space, and one in a large courtyard. This is a good way of gaining extra space without demolishing and re-building other classrooms. The school will be able to add 30 pupils in total, six in each year group as a result of this project.
- 2.12 Tenders were received from six companies – all were above the estimated budget. Following scrutiny of the three lowest tenders all three submitted revised tenders. The feasibility estimate in January 2016 was £621,213, and the fully designed estimate in March 2017 was £800,000. As the tender prices are between these figures we consider them to be reasonable.

- 2.13 Contractors were all made aware that the scoring of tenders would be 60:40 for price and quality. On this basis, Contract Trading Services are the recommended supplier with a contract sum of £769,890

Table 5: Tender information for Newlands

| Company | Tenders received | Corrected tender figure | Tender submission rating score |
|--|--------------------|-------------------------|--------------------------------|
| Contract Trading Services (CTS) | £738,390.00 | £769,890 | 76.01 |

- 2.14 The total project scheme based on this contract figure, including fees and contingency is estimated at £906,000 which represents £30,200 per place. There is £776,000 S106 available, so the potential shortfall is £130,000. It is proposed to earmark this amount in the Secondary Expansion programme contingency if it is called upon, see Table 9, line 7.

Table 6: Options for Newlands Girls Academy

| Option | Comments |
|---|---|
| Accept the tender from Contract Trading Services and note the allocation on contingency against the secondary expansion project. Recommended. | This would enable the scheme to proceed, giving the school accommodation to support their agreement to take in 6 extra pupils from 2017 onwards. |
| Reduce the scheme to within budget by removing the courtyard in-fill. | This would reduce the projected space by one classroom space. A future project to complete this space would incur further site and fee costs making the scheme more expensive. |
| Cancel the scheme. | The school would have no additional space for the places it has committed and offered from September 2017. This would leave £776,000 S106 monies unspent that cannot be used elsewhere. |

Maintenance grant schemes

- 2.15 The schools capital programme was approved by Cabinet in November 2016 and by Council in February 2017, but was subject to the announcement of capital grant from government.
- 2.16 The capital grant for condition/maintenance schemes was lower than expected, at £778,251. The condition schemes identified in the Children's Services capital programme totalled £1,338,775, and with the balance of £316,993 from previous grants, this leaves a shortfall of £293,531.
- 2.17 With a number of final bills to come from the phase 1 work at Lowbrook Academy, including the completion of the land transfer and associated fencing, it is estimated that circa £1,100,000 will be unspent. It is proposed therefore to reassign £290,000 from the allocation earmarked for Lowbrook Academy to fund the maintenance requirements, releasing £820,000 from the capital programme at the current time as specified in the Council report of 27 June 2017. We hope to be able to support the expansion of the school in partnership with a sponsor or the Department for Education, approving the necessary budget at the appropriate time.

2.18 Table 7 lists the approved maintenance programme, adjusted to balance the budget to the funding available.

Table 7: Proposed maintenance programme

| | Scheme | Ward | Approved | Proposed | Comment |
|-----|---|-------------------|-------------------|-------------------|--|
| 1. | Furze Platt Infant school boiler replacement | Furze Platt | £85,000 | £107,000 | Approved and underway. |
| 2. | Wessex Primary gutters and soffits | Cox Green | £35,000 | £39,000 | Approved and underway. |
| 3. | Maidenhead Nursery School structural improvements | Furze Platt | £40,000 | £27,000 | Approved and underway. |
| 4. | Wessex Primary School heating | Cox Green | £68,000 | £239,000 | Investigations have shown that this is urgent & more extensive than expected. |
| 5. | Waltham St Lawrence window replacement | Hurley & Walthams | £50,000 | £55,000 | Approved and underway. |
| 6. | Roofing replacement at various schools | All Wards | £300,000 | £110,000 | Slower start to rolling programme with no school projects impacted by reduction. |
| 7. | All Saints Junior school boiler replacement | Boyn Hill | £85,000 | £85,000 | To be planned. |
| 8. | Eton Wick School boiler and heating replacement | Eton Wick | £97,000 | £97,000 | To be planned. |
| 9. | Feasibility and scheme preparation | All Wards | £180,000 | £180,000 | In progress |
| 10. | School kitchen refurbishments | Old Windsor | £25,000 | £25,000 | In progress |
| 11. | Urgent safety works | All Wards | £60,000 | £60,000 | In progress |
| 12. | Furze Platt Junior School Hall extension | Furze Platt | £150,000 | £150,000 | In progress |
| 13. | Bisham House refurbishment | Bisham & Cookham | £75,000 | £32,000 | Under discussion with Trust |
| 14. | Larchfield Nursery refurbishment | Oldfield | £35,000 | £35,000 | In progress |
| 15. | Education Capital Emergency Fund | All Wards | £50,000 | £93,000 | Contingency |
| 16. | King's Court School heating system | Old Windsor | £35,000 | £35,000 | In progress |
| | Total | - | £1,370,000 | £1,369,000 | |

3. KEY IMPLICATIONS

Table 8: Key Implications

| Outcome | Unmet | Met | Exceeded | Significantly Exceeded | Date of delivery |
|--|--------------|--------------------------------------|-----------------|-------------------------------|-------------------------|
| Three schemes will be built on time. | | Schemes are built by Sept 2018. | | | Autumn 2018 |
| School maintenance programme delivers warm, safe and dry facilities. | | Projects are achieved by March 2018. | | | March 2018 |

4. FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 The overall secondary expansion programme will not be fully known until January 2018, with two schemes still under development. The scheme at Dedworth Middle school is now out to tender, but Furze Platt Senior school will not be tendered before Autumn 2017 after the redesign work to increase the growth from 30 to 60 extra places per year group.
- 4.2 Table 9 sets out the current position of the secondary expansion programme with two schemes nearing completion and four schemes at tender or tender approval stage. To date those four schemes have been tendered (excluding contingency) at £14,000,000 versus budget of £13,100,000 (excluding contingency). With an allocation of £900,000 from contingency to cover the tender difference and the £130,000 earmark for Newlands Girls' School, the contingency balance is circa £2,670,000 with the largest scheme, at Furze Platt Senior, still to reach pre-tender estimate.

Table 9: Entire Expansion Programme

| | School | Growth pupil places (per year and total) | | Original Budget £m | Likely project cost. £m | Est. cost per place £ | Act. Cost per place* £ | Based on |
|---|-------------------------------------|--|--------------|--------------------|-------------------------|-----------------------|------------------------|---|
| 1 | Windsor Girls (Outstanding) | 30 | 150 | 2.3 | 2.0 | | 13,333 | Let Contract figure |
| 2 | Windsor Boys (Requires Improvement) | 30 | 150 | 1.8 | 1.7 | | 11,333 | Let Contract figure |
| 3 | Charters (Outstanding) | 30 | 210 | 4.3 | 4.51 | | 21,476 | Contract figure to be approved |
| 4 | Cox Green (Good) | 30 | 210 | 4.7 | 5.8 | | 27,619 | Contract figure to be approved |
| 5 | Dedworth Middle (Good) | 60 | 240 | 4.7 | 5.6 | 23,333 | | Pre-tender estimate for future decision |
| 6 | Furze Platt Senior (Good) | 60 | 420 | 8 | 11.3 | 29,904 | | Stage 3 estimate for future decision |
| 7 | Risk & Contingency | - | - | 3.7 | - | - | | - |
| | Total | 240 | 1,380 | 29.5 | 30.91 | 22,398 | | - |

* The national average figure is £18,281, based on schemes built between 2012 and 2016.

4.3 All of the schemes with an estimated cost in excess of £20,000 per place include significant infrastructure work such as dining and sports facilities which benefit the entire school population. This is particularly true for Cox Green and Furze Platt schemes where existing facilities are being replaced and re-provided at a larger scale. When the individual schemes are complete all schools will have facilities that are within the guidance for school buildings as set out in Building Bulletin 103.

4.4 Table 10 sets out the confirmed basic need grant for the next three financial years.

Table 10: Confirmed Basic Need Capital Grants

| Basic Need Capital Allocations (£) | |
|------------------------------------|-----------|
| 2017-18 | 2,348,302 |
| 2018-19 | 1,500,874 |
| 2019-20 | 1,572,213 |

5. LEGAL IMPLICATIONS

- 5.1 Planning permission has been granted for the Newlands scheme. Charters and Cox Green schemes are yet to be determined.

6. RISK MANAGEMENT

Table 11: Risk Management

| Risks | Uncontrolled Risk | Controls | Controlled Risk |
|--|--------------------------|---|------------------------|
| Planning conditions increase the costs, particularly Highways. | Medium | Continued liaison over school travel plans and planning requirements, | Medium |
| Unforeseen costs arise during the projects. | Medium | All relevant surveys have been undertaken during the design stages. | Low |

7. POTENTIAL IMPACTS

- 7.1 There are no staffing nor sustainability impacts for the Royal Borough arising from this proposal. An Equality Impact Assessment is not required.

8. CONSULTATION

- 8.1 The borough consulted local residents on the future of secondary school provision in the borough, in autumn 2014. The outcome of this consultation was reported to Cabinet in December 2014. Schools involved in the expansions programme have been consulted in depth regarding the amount of accommodation required at their school, and on the design for the expansion at their school.

9. TIMETABLE FOR IMPLEMENTATION

Table 11: Timetable for implementation for expansion schemes.

| Date | Details |
|----------------------|----------------|
| Approval of tenders. | July 2017 |
| Start on site | October 2017 |
| Completion | Autumn 2018 |

- 9.1 Implementation date if not called in: immediate.

10. APPENDICES

- 10.1 Appendix A – Part II

11. BACKGROUND DOCUMENTS

11.1 Tender reports for Charters, Cox Green and Newlands' schemes.

12. CONSULTATION (MANDATORY)

| Name of consultee | Post held | Date sent | Comment ed & returned |
|--------------------------|--|------------------|----------------------------------|
| Cllr Airey | Lead Member/ Principal Member/Deputy Lead Member | 30/6/17 | 30/6/17 |
| Alison Alexander | Managing Director | 5/7/2017 | 6/7/17 |
| Russell O'Keefe | Strategic Director | | |
| Andy Jeffs | Strategic Director | | |
| Rob Stubbs | Section 151 Officer | 28/6/17 | |
| Richard Bunn | Finance | 28/6/17 | 29/6/17 |
| Terry Baldwin | Head of HR | | |
| | Other e.g. external | | |

REPORT HISTORY

| | |
|--|----------------------|
| Decision type: Key decision | Urgency item? |
| Report Author: Kevin McDaniel, Director of Children's Services, 01628 683592 | |

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| Report Title: | Hurley and the Waltham's Neighbourhood Plan decision to proceed to referendum |
| Contains Confidential or Exempt Information? | NO - Part I |
| Member reporting: | Councillor Bateson Principal Member for Neighbourhood Planning |
| Meeting and Date: | Cabinet - July 2017 |
| Responsible Officer(s): | Russell O'Keefe, Executive Director Jenifer Jackson, Head of Planning |
| Ward affected: | Hurley and the Waltham's |

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REPORT SUMMARY

- 1 This report seeks approval from Cabinet for the Hurley and the Waltham's Neighbourhood Plan to proceed to referendum at the earliest practicable opportunity.
- 2 The Neighbourhood Plan has been formally examined by an independent examiner, and a number of changes have been recommended by the examiner to ensure that the plan meets the basic conditions.
- 3 As there are several parishes in the plan area it will require more polling stations, the cost of the referendum can be claimed back from the government.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet:

- i) **Confirms that the plan meets the Basic Conditions tests and does not require a SA/SEA; and**
- ii) **Accepts the proposed changes to the Neighbourhood Plan set out in Appendix B, and**
 - a. **Gives delegated authority to the Head of Planning to issue a decision statement; and**
 - b. **agrees to put the modified Neighbourhood Plan to referendum. The date of the referendum to be set in accordance with the legal requirements; and**
- iii) **Delegates authority to the Executive Director, in consultation with the Principal Member for Neighbourhood Planning, to make minor, non material, amendments to the Neighbourhood Plan prior to the referendum being announced; and**
- iv) **Provides advance funding, if required, for the referendum which will then be claimed back from Government.**

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

- 2.1 The National Planning Policy Framework (NPPF) and the Localism Act (2011) give local communities direct power to develop their shared vision for their neighbourhood and deliver the sustainable development they need. Neighbourhood planning provides a powerful set of tools for local people to get the right type of development for their

community. The referendum is the culmination of the neighbourhood plan production process.

- 2.2 The Royal Borough is encouraging neighbourhood planning across the Borough. There are currently 10 neighbourhood plan areas in the Borough at different stages of production. Hurley and the Walthams is the second Neighbourhood Plan to reach this stage in the process.
- 2.3 The group producing the plan has placed community consultation at the heart of their plan, undertaking a series of consultations and developing evidence to support their policies. This process has generated a lot of interest in the local community. The plan and the policies within it have been supported by the majority of respondents at the earlier stages.
- 2.4 Following publication, the neighbourhood plan was scrutinised by an independent examiner. The examiner was appointed by the Royal Borough, with the agreement of the Qualifying Body. This examination was carried out without a public examination, using the written representations process, and the examiner's report recommends that the plan proceeds to referendum, subject to modifications. This report can be found at Appendix A.
- 2.5 These modifications are considered necessary by the independent examiner, to ensure the neighbourhood plan meets the Basic Conditions, as required by the Localism Act. The Basic Conditions for Neighbourhood Plans are:
 - Having regard to national policies and advice contained in guidance issued by the Secretary of State it is appropriate to make the neighbourhood plan.
 - The making of the neighbourhood plan contributes to the achievement of sustainable development.
 - The making of the neighbourhood plan is in general conformity with the strategic policies contained in the development plan for the area of the authority
 - The making of the order (or neighbourhood plan) does not breach, and is otherwise compatible with, EU obligations
 - Prescribed conditions are met in relation to the Order (or plan) and prescribed matters have been complied with in connection with the proposal for the order (or neighbourhood plan).
- 2.6 Officers have reviewed the plan in light of the proposed modifications and conclude that the plan will continue to meet the Basic Conditions when incorporating the Examiner's modifications. The assessment of the Examiner's modifications can be found at Appendix B. Since receiving the modifications, these have been discussed with representatives of the Qualifying Body who have agreed that these changes are acceptable and that they wish for it to proceed to referendum at the earliest practicable opportunity.
- 2.7 If approved, the referendum will be held at the earliest practicable opportunity, in accordance with legislation. The question to be used in the referendum is set by the 'Neighbourhood Planning (Referendums) Regulations 2012', and must be "Do you want the Royal Borough of Windsor and Maidenhead to use the neighbourhood plan for Hurley and the Walthams to help it decide planning applications in the neighbourhood area?"

- 2.8 If more than 50% of those voting in the referendum answer “yes”, the plan would then form part of the Development Plan for the Royal Borough and would then need to be formally ‘made’ (adopted) by the Royal Borough. This ‘making’ of the neighbourhood plan would be a decision made by full Council.

Table 1: Options

| Option | Comments |
|--|--|
| 1. Accept the modifications of the Examiner, issue a decision statement to this effect and approve the Neighbourhood Plan to go forward to referendum. This is the recommended option. | This is the next step in the Borough adopting localism in planning, to enable our communities to shape their area. It enables the community as a whole to decide if the plan should be used by the Council for determining planning applications. |
| 2. Reject some or all of the modifications of the examiner and delegate authority to the Executive Director Place to publish the decision. This option is not recommended. | Officers and the steering group producing the plan have agreed that the modifications are acceptable and that the plan is suitable to be the subject of a referendum. |
| 3. Do not approve the neighbourhood plan to go forward to referendum This option is not recommended. | The plan has been recommended to proceed to referendum, subject to the modifications listed, by an independent examiner and it is supported by officers and the group producing the plan. This option would deny the local community the opportunity to express their formal support for the plan. |

3 KEY IMPLICATIONS

Table 2: Key implications

| Outcome | Unmet | Met | Exceeded | Significantly Exceeded | Date of delivery |
|--|--|---|--|--|-------------------------|
| An adopted neighbourhood plan that delivers the wishes of the community. | From Referendum date to 2030 | Neighbourhood Plan receives 50-65% of voters choosing “yes”. | Neighbourhood Plan receives 65-80% of voters choosing “yes”. | Neighbourhood Plan receives 80%+ of voters choosing “yes”. | Day of referendum |
| Development in accordance with policies of the neighbourhood plan. | Panel and appeal decisions do not comply with the plan policies. | Planning applications and appeals are determined in accordance with the neighbourhood plan. | Majority of applications submitted comply with the policies of the neighbourhood plan. | All applications submitted comply with the policies of the neighbourhood plan. | |

4 FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 This is a large area with several parishes which will need more polling stations. The Council has received grant payments from the Department of Communities and Local Government in association with the progress of this particular plan (grants have also been received in association with the progress of other plans).
- 4.2 A further grant payment of £20,000 can be applied for once a date has been set for the referendum, this will fund the referendum. This will be the final grant that can be applied for in association with this plan, this grant is to cover the cost of the examination and referendum. Cabinet is asked to forward fund the cost of the referendum in the event that cost is incurred before the funding is received from Government.

Table 3: Financial impact of report's recommendations

| REVENUE | 2017/18 | 2018/19 | 2018/19 |
|----------------|---------|---------|---------|
| Addition | £20,000 | £0 | £0 |
| Reduction | £20,000 | £0 | £0 |
| Net impact | £0 | £0 | £0 |

| CAPITAL | | | |
|----------------|----|----|----|
| Addition | £0 | £0 | £0 |
| Reduction | £0 | £0 | £0 |
| Net impact | £0 | £0 | £0 |

5 LEGAL IMPLICATIONS

- 5.1 The Localism Act (2011) and The Neighbourhood Planning (General) Regulations (2012) give power to Local Planning Authorities to approve a neighbourhood plan to proceed to referendum. Under the Neighbourhood Planning Act 2017 if the referendum results in a simple majority 'Yes' vote the Neighbourhood Development Plan will immediately form part of the Development Plan for the Royal Borough. Following this Act the Council should 'have regard to a post-examination neighbourhood development plan when dealing with an application for planning permission, so far as that plan is material to the planning application.

6 RISK MANAGEMENT

Table 4: Impact of risk and mitigation

| Risks | Uncontrolled Risk | Controls | Controlled Risk |
|--|--------------------------|--|------------------------|
| Community will not have an opportunity to guide development in their area. | Medium | Approve the neighbourhood plan to go to the public vote in a referendum. | Low |
| Risk of legal challenge if examiner's | Medium | Accept the examiner's recommendations. | Low |

| Risks | Uncontrolled Risk | Controls | Controlled Risk |
|---|--------------------------|--|------------------------|
| recommendations not accepted. | | | |
| If not approved, planning applications and issues in the neighbourhood area will not be dealt with in a way the communities intended | Medium | Approve plan for referendum and if successful use in planning decisions. | Low |
| Development in neighbourhood area may continue to receive significant levels of objection from residents and not meet some local needs. | High | Approve plan for referendum and if successful use in planning decisions. | Medium |

7 POTENTIAL IMPACTS

- 7.1 The examiner has confirmed that the neighbourhood plan meets the Basic Conditions. One of these conditions is that it must be compatible with human rights requirements. Officers agree that the plan, with modifications, meets the Basic Conditions.
- 7.2 There are not considered to be any equality impacts relating to the recommendations of this report.
- 7.3 Another of the Basic Conditions is to contribute to the achievement of sustainable development. The neighbourhood plan was supported by a Strategic Environmental Assessment screening that concluded that the plan would not trigger significant environmental effects. In addition to this, the Council has confirmed that it believes the plan meets the Basic Conditions, including in terms of sustainability.

8 CONSULTATION

- 8.1 During the production of the Neighbourhood Plan the Steering Group undertook several consultations and engagement events with Local Stakeholders in the Neighbourhood Plan Area. After the Draft Neighbourhood Plan was submitted to the Royal Borough a formal process of consultation was undertaken by planning officers and the results of this were forwarded to the independent examiner for their consideration during the examination process. The consultation process has met the legal requirements.

9 TIMETABLE FOR IMPLEMENTATION

Table 5: Implementation timetable

| Date | Details |
|----------------|--|
| September 2017 | Referendum |
| October 2017 | Depending on the Outcome of the referendum formal Making of the Neighbourhood Plan |

9.1 Implementation date if not called in: Immediately.

10 APPENDICES

All appendices are available electronically:

Appendix A – Examiner’s Report - The examiner’s report is appended for consideration and should be read in conjunction with the submission version of the neighbourhood plan which is available on the Council’s website at <http://www.rbwm.gov.uk/web/>

Appendix B – Officer assessment of the recommended changes to the neighbourhood plan

11 BACKGROUND DOCUMENTS

- National Planning Policy Framework (NPPF) - <https://www.gov.uk/government/publications/national-planning-policyframework--2>
- Localism Act (2011) <http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>
- Neighbourhood Planning (General) Regulations (2012) <http://www.legislation.gov.uk/uksi/2012/637/schedule/1/made>
- Neighbourhood Planning (Referendum) Regulations (2012) <http://www.legislation.gov.uk/ukdsi/2012/9780111525050/contents>
- Neighbourhood Planning Act 2017 <http://www.legislation.gov.uk/ukpga/2017/20/contents/enacted>
- Cabinet Report – Neighbourhood Planning Designations (March 2013)

12 CONSULTATION (MANDATORY)

| Name of consultee | Post held | Date sent | Commented & returned |
|--------------------|---|-----------|----------------------|
| Councillor Bateson | Principal Member for Neighbourhood Planning | 28/6/17 | |
| Alison Alexander | Managing Director | 28/6/17 | |
| Russell O’Keefe | Executive Director | 28/6/17 | 29/6/17 |
| Andy Jeffs | Executive Director | 28/6/17 | |
| Rob Stubbs | Section 151 Officer | 28/6/17 | 29/6/17 |
| Terry Baldwin | Head of HR | | |
| Mary Kilner | Head of Law and Governance | 28/6/17 | |
| Suzanne Martin | Electoral Services Manager | 28/6/17 | 29/6/17 |

REPORT HISTORY

| | |
|--|----------------------------|
| Decision type: Key decision: April 17 | Urgency item? No |
| Report Author: Jenifer Jackson, Head of Planning, 01628 796042 | |

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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: | Cabinet – 27 July 2017 |
| Responsible Officer(s): | Russell O’Keefe, Executive Director |
| Wards affected: | All |

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REPORT SUMMARY

1. This report sets out that the Council finance position at month three, in the financial year 2017-18. In summary there is a £828,000 projected overspend on the General Fund due to net overspends being forecast in service budgets, see Appendix A.
2. The Council is in a strong financial position; with combined General Fund Reserves of £7,348,000 (8.31% of budget) in excess of the £5,780,000 (6.54% of budget) recommended minimum level, to cover risks for 18 months, set at Council in February 2017.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet:

- i) **Notes the Council’s projected outturn position for 2017-18 and mitigating actions to address service pressures.**

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

This is a monitoring report not requiring any decision.

3 KEY IMPLICATIONS

- 3.1 The Council has a combined General Fund Reserve of £7,348,000, comprising General Fund Reserve of £4,119,000 and a Development Fund balance of £3,229,000. Appendix B provides an analysis of spend and position of the Development Fund.

Table 1: Performance of general fund reserves

| Outcome | Unmet | Met | Exceeded | Significantly Exceeded | Date of delivery |
|--------------------------------|------------------|--------------------------|--------------------------|-------------------------------|-------------------------|
| General Fund Reserves Achieved | Below £5,800,000 | £5,800,000 to £6,000,000 | £6,000,000 to £6,500,000 | Above £6,500,000 | 31 May 2018 |

4 FINANCIAL DETAILS / VALUE FOR MONEY

Managing Director

4.1 The Managing Director reports a projected outturn figure for 2017-18 of £61,190,000 against a controllable net budget of £60,362,000, an over-spend of £828,000. This is an increase of £602,000 on the pressure reported last month.

4.2 There is a range of pressures in Children's Services totalling £1,316,000:

- Home to school transport £226,000
- Placements for young people £602,000
- Legal costs £162,000
- Agency costs £326,000

4.3 An over-achievement in Adult social care income provides a mitigation and allows the net pressure for the directorate to be reduced to £828,000.

Home to school transport

4.4 The £226,000 pressure in the home to school transport budget reported last month remains unchanged.

Placements

4.5 Currently there is a forecasted increase of 16% in the volume of placements for young people. This is a consequence of an increase in the number of young people 18 plus with SEND and Disabilities who require accommodation following the SEND reforms. These reforms entitle young adults to support with education and placements until the age of 25. This increase in demand is forecasted to cost £400,000. This change in statutory requirement came with no additional government funding. Allowing for this increase in demand and further SEND change that occurs in September, there is a projected LA budget shortfall of £602,000 on external placements at the current time.

4.6 There is a requirement to increase the level of in house foster carers by 9% in 2017-18 compared to 2016-17. The service has contracted Cornerstone to run a programme of foster carer recruitment. They are successful at recruiting adopted parents. Since they have been contracted they have identified and started the assessment process on three families.

Legal

4.7 There has been an increase in the number of children being brought into care. This has directly impacted on the legal budget, giving a pressure of £162,000. Mitigating action is under way with closer contract management to ensure that the Joint Legal Team only contracts external legal advice in highly specialist cases.

Agency

4.8 Agency staff costs continue to be high, creating a budget pressure of £326,000. The recent IR35 regulation changes (tightening up of tax legislation designed to reduce tax avoidance by contractors) have had little impact on the number of staff willing to convert to permanent. There are 15 agency social workers across Children's Services at 30 June 2017.

There are two mitigations underway:

- In October, seven social workers will complete their qualification training as a result of the decision to invest in the Frontline training programme. This team of newly

qualified social workers will replace seven agency workers. A further eight students are enrolled for the next Frontline cohort, building the pipeline for the future.

- A refreshed recruitment campaign for experienced social workers will take place in September 2017. This will seek to secure experienced social workers to augment the newly qualified staff developed via the Frontline programme.

Adult social care income

- 4.9 Adult social care income is showing an underspend of £484,000, mainly due to three successful continuing healthcare claims where Health is now responsible for costs of the individuals.
- 4.10 There are no significant variances to report on the Human Resources budget, the Law & Governance budget or the Communication & Marketing budget.

Communities

- 4.11 The Executive Director now projects a balanced budget outturn on the Communities directorate's 2017-18 controllable budget of £14,842,000. The £153,000 overspend reported to Cabinet last month will be mitigated by over-achievement of income from parking fees and registrars charges.

Place

- 4.12 The Executive Director projects a balanced budget outturn on the Place directorate's 2017-18 controllable budget of £4,003,000. No material budget pressures have been identified in the year to date.

Revenue budget movement

- 4.13 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 2017 Council. | £79,198,000 |
| Redundancy costs funded by provision | £11,000 |
| Budget rounding | (£2,000) |
| Service expenditure budget this month | £79,207,000 |

Cash balances projection

- 4.14 Appendix D provides details of the Borough's cash balance which is based on the assumptions contained in the 2017-18 budget report. 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.

Capital Programme

- 4.15 The approved 2017-18 capital estimate is £66,942,000, see table 4. The projected outturn for the financial year is £66,942,000, an increase on the capital outturn in 2016-17 of £28,861,000.
- 4.16 There are no variances or slippage to report this month. Appendix E provides further detail. Table 5 shows the status of schemes in the capital programme. Further information on key capital schemes has been provided in Appendix F.

Table 4: Capital outturn

| | Exp | Inc | Net |
|----------------------------------|-------------|---------------|-------------|
| Approved estimate | £66,942,000 | (£28,745,000) | £38,197,000 |
| Variances identified | £0 | £0 | £0 |
| Slippage to 2018-19 | £0 | £0 | £0 |
| Projected Outturn 2017-18 | £66,942,000 | (£28,745,000) | £38,197,000 |

Table 5: Capital programme status

| | Report Cabinet June 2017 |
|--|---------------------------------|
| Number of schemes in programme | 299 |
| Yet to Start | 39% |
| In Progress | 40% |
| Completed | 13% |
| Ongoing Programmes e.g. Disabled Facilities Grant | 8% |
| Devolved Formula Capital Grant schemes budgets devolved to schools | 0% |

Business Rates

- 4.17 Business rate income at the end of May was 21.05% against a target of 20% and performance in May 2016 of 19.99%. In cash terms we are £940,110 ahead of target. The annual collection target is 98.4%.

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 6: 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 Appendices attached to this report are shown below.

- 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 Key capital scheme performance

11. BACKGROUND DOCUMENTS

11.1 Background documents relating to this report are detailed below.

- Budget Report to Cabinet February 2017.

12. CONSULTATION (MANDATORY)

| Name of consultee | Post held | Date sent | Commented & returned |
|-------------------|-------------------------------------|-----------|----------------------|
| Cllr. Saunders | Lead Member for Finance. | 27/6/17 | 29/6/17 |
| Cllr. Rankin | Deputy Lead Member for Finance. | 27/6/17 | |
| Alison Alexander | Managing Director. | 19/6/17 | 11/7/17 |
| Russell O'Keefe | Executive Director | 19/6/17 | |
| Andy Jeffs | Interim Executive Director | 19/6/17 | |
| Rob Stubbs | Deputy Director and Head of Finance | 19/6/17 | 27/6/17 |

REPORT HISTORY

| | |
|---|----------------------------|
| Decision type: For information | Urgency item? No |
| Report Author: Rob Stubbs Deputy Director Finance and Head of Finance | |

Revenue Monitoring Statement 2017/18 for July 2017 Cabinet

| SUMMARY | 2017/18 | | |
|--|---------------|-------------------|--------------------|
| | Budget | Approved Estimate | Projected Variance |
| | £000 | £000 | £000 |
| Corporate & Governance | 3,762 | 3,591 | 0 |
| Commissioning & Support | 2,248 | 1,384 | (4) |
| AfC Contract | 46,229 | 44,236 | 1,316 |
| Childrens Services - Retained | 340 | 504 | 0 |
| Optalis Contract | 0 | 28,698 | 0 |
| Adult Social Care - Spend | 42,061 | 14,768 | 0 |
| Adult Social Care - Income | (10,570) | (9,282) | (484) |
| Concessionary Fares | 1,282 | 1,386 | 0 |
| Housing | 1,107 | 1,107 | 0 |
| Better Care Fund | 7,787 | 9,254 | 0 |
| Public Health | 2,263 | 2,297 | 0 |
| Dedicated Schools Grant Spend | 35,156 | 36,199 | 0 |
| Grant Income | (72,290) | (73,780) | 0 |
| Total Managing Director's Directorate | 59,375 | 60,362 | 828 |
| Executive Director of Communities | 184 | 184 | 0 |
| Revenues & Benefits | 370 | 254 | 0 |
| Highways & Countryside | 5,164 | 5,044 | 153 |
| Community Protection & Enforcement | 5,825 | 5,825 | (120) |
| Library & Resident Services | 3,670 | 3,535 | (33) |
| Total Communities Directorate | 15,213 | 14,842 | 0 |
| Executive Director of Place | 153 | 300 | 0 |
| Planning Service | 1,398 | 1,323 | 0 |
| Regeneration Service | (1,732) | (1,657) | 0 |
| Finance | 2,149 | 2,008 | 0 |
| ICT | 2,199 | 2,029 | 0 |
| Total Place Directorate | 4,167 | 4,003 | 0 |
| TOTAL EXPENDITURE | 78,755 | 79,207 | 828 |

Revenue Monitoring Statement 2017/18 for July 2017 Cabinet

| SUMMARY | 2017/18 | | |
|---|----------------------|----------------------|---------------------|
| | Budget | Approved Estimate | Projected Variance |
| | £000 | £000 | £000 |
| Total Service Expenditure | 78,755 | 79,207 | 828 |
| Contribution to / (from) Development Fund | 2,255 | 2,225 | 0 |
| Pensions deficit recovery | 2,415 | 2,415 | 0 |
| Pay reward | 500 | 425 | 0 |
| Transfer to/(from) Provision for Redundancy | 0 | (43) | 0 |
| Apprenice Levy | 280 | 244 | 0 |
| Environment Agency levy | 153 | 153 | 0 |
| Capital Financing inc Interest Receipts | <u>5,069</u> | <u>5,069</u> | <u>0</u> |
| NET REQUIREMENTS | 89,427 | 89,695 | 828 |
| Less - Special Expenses | (1,009) | (1,009) | 0 |
| Transfer to / (from) balances | 0 | (268) | (828) |
| GROSS COUNCIL TAX REQUIREMENT | <u>88,418</u> | <u>88,418</u> | <u>0</u> |
| General Fund | | | |
| Opening Balance | 5,291 | 5,215 | 4,947 |
| Transfers to / (from) balances | <u>0</u> | <u>(268)</u> | <u>(828)</u> |
| | <u><u>5,291</u></u> | <u><u>4,947</u></u> | <u><u>4,119</u></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 | 1,004 |
| Transfer (to) / from other reserves | |
| Transfer from General Fund - sweep | |
| Transfer (to) / from General Fund - other initiatives | <u>2,225</u> |
| | <u><u>3,229</u></u> |

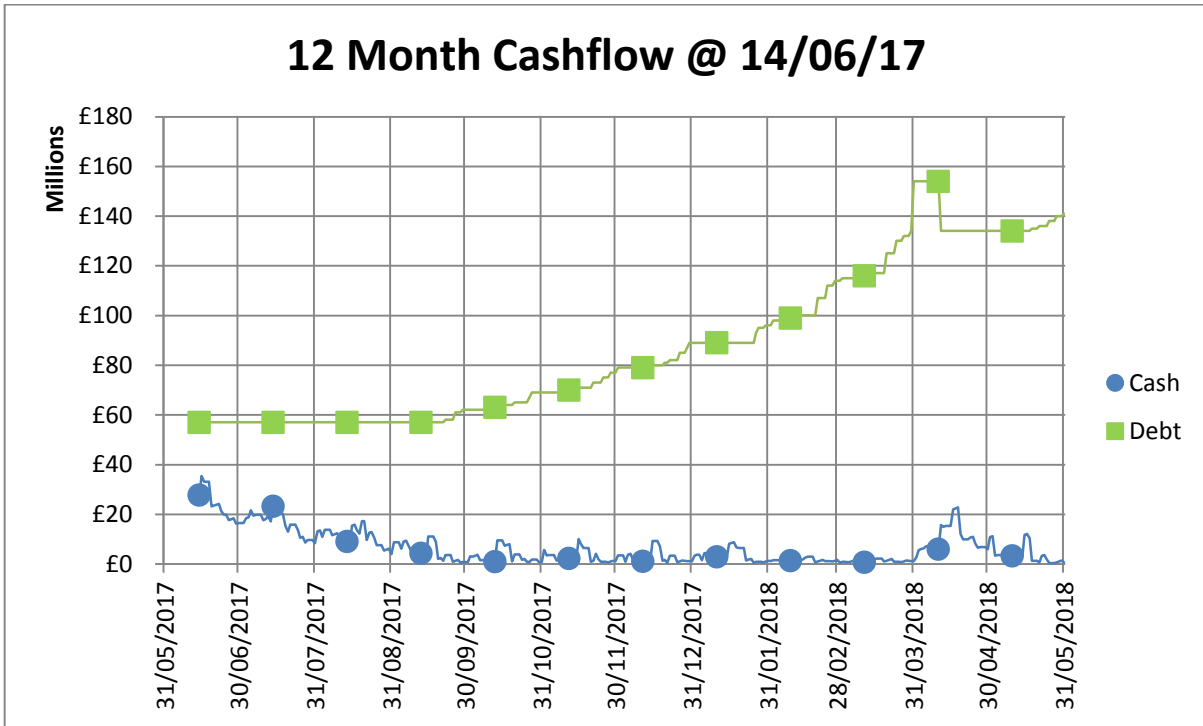
| Corporate Development Fund (AE35) £000 | | |
|--|-------|--------------------------|
| Balance B/F from 2016/17 | | 1,004 |
| Transacted amounts in 2017/18 | | |
| To/From Capital Fund | | 0 |
| To/From General Fund | | |
| Transition Grant (2017/18 budget - February 2017 Council) | 1,263 | |
| Contribution from the General Fund (2017/18 budget - February 2017 Council) | 1,109 | |
| Restructure of the Development and Regeneration service (2017/18 budget - February 2017 Council) | -56 | |
| Minerals and Waste Strategy (2017/18 budget - February 2017 Council) | -61 | |
| Crematorium feasibility study (CMT April 2017) | -30 | |
| | <hr/> | 2,225 |
| | | <hr/> 3,229 <hr/> |

Budget Movement Statement 2017-18

| | 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 | | | | | 78,755 | |
| 1 Carry forward of transforming services budgets re-allocated | | 264 | | | 264 | Cabinet May 2017 |
| 2 Optalis share of pay reward / award budget re-allocated | | | | 75 | 75 | Council Feb. 2017 |
| 3 Optalis share of apprentice levy budget re-allocated | | | | 36 | 36 | Council Feb. 2017 |
| 4 Redundancy cost | | | 43 | | 43 | Cabinet May 2017 |
| 5 Crematorium feasibility study | 30 | | | | 30 | CMT April 2017 |
| 6 Budget rounding | | 4 | | | 4 | N/A |
| | | | | | | |
| Changes Approved | 30 | 268 | 43 | 111 | 452 | |
| | | | | | | |
| Approved Estimate May Cabinet | | | | | 79,207 | |

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 – 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.

| | 2017/18 Original Budget | | | New Schemes – 2017/18 Approved Estimate | | | Schemes Approved in Prior Years | | | Projections – Gross Expenditure | | | | |
|---|-------------------------|-----------------|---------------|---|-----------------|---------------|---------------------------------|----------------|---------------|---------------------------------|----------------------------|-----------------|--------------------|--------------------|
| | Gross | Income | Net | Gross | Income | Net | Gross | Income | Net | 2017/18 Projected | 2017/18 SLIPPAGE Projected | TOTAL Projected | VARIANCE Projected | VARIANCE Projected |
| | £000's | £000's | £000's | £000's | £000's | £000's | £000's | £000's | £000's | (£'000) | (£'000) | (£'000) | (£'000) | (%) |
| Portfolio Summary | | | | | | | | | | | | | | |
| Communities Directorate | | | | | | | | | | | | | | |
| Sports & Leisure | 2,050 | 0 | 2,050 | 2,050 | 0 | 2,050 | 647 | (11) | 636 | 2,697 | 0 | 2,697 | 0 | 0% |
| Community Facilities | 310 | (70) | 240 | 310 | (70) | 240 | 443 | 0 | 443 | 753 | 0 | 753 | 0 | 0% |
| Outdoor Facilities | 310 | (120) | 190 | 310 | (120) | 190 | 920 | (400) | 520 | 1,230 | 0 | 1,230 | 0 | 0% |
| Revenues & Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 126 | 0 | 126 | 126 | 0 | 126 | 0 | 0% |
| Green Spaces & Parks | 281 | (231) | 50 | 281 | (231) | 50 | 99 | (81) | 18 | 380 | 0 | 380 | 0 | 0% |
| Highways & Countryside | 5,438 | (2,977) | 2,461 | 5,438 | (2,977) | 2,461 | 3,610 | (1,004) | 2,606 | 9,048 | 0 | 9,048 | 0 | 0% |
| Community Protection & Enforcement Services | 668 | (608) | 60 | 668 | (608) | 60 | 1,063 | (493) | 570 | 1,731 | 0 | 1,731 | 0 | 0% |
| Library & Resident Services | 470 | (12) | 458 | 470 | (12) | 458 | 958 | (312) | 646 | 1,428 | 0 | 1,428 | 0 | 0% |
| Total Communities Directorate | 9,527 | (4,018) | 5,509 | 9,527 | (4,018) | 5,509 | 7,866 | (2,301) | 5,565 | 17,393 | 0 | 17,393 | 0 | 0 |
| Place Directorate | | | | | | | | | | | | | | |
| Technology & Change Delivery | 275 | 0 | 275 | 275 | 0 | 275 | 96 | 0 | 96 | 371 | 0 | 371 | 0 | 0% |
| Property & Development | 4,950 | 0 | 4,950 | 4,950 | 0 | 4,950 | 852 | (251) | 601 | 5,802 | 0 | 5,802 | 0 | 0% |
| Regeneration & Economic Development | 560 | 0 | 560 | 1,235 | 0 | 1,235 | 5,685 | (328) | 5,357 | 6,920 | 0 | 6,920 | 0 | 0% |
| Planning (CAP51) | 470 | 0 | 470 | 470 | 0 | 470 | 339 | (185) | 154 | 809 | 0 | 809 | 0 | 0% |
| Total Place Directorate | 6,255 | 0 | 6,255 | 6,930 | 0 | 6,930 | 6,972 | (764) | 6,208 | 13,902 | 0 | 13,902 | 0 | 0 |
| Managing Director | | | | | | | | | | | | | | |
| Adult Social Care | 0 | 0 | 0 | 0 | 0 | 0 | 51 | (51) | 0 | 51 | 0 | 51 | 0 | 0% |
| Housing | 500 | (500) | 0 | 1,495 | (1,495) | 0 | 575 | (545) | 30 | 2,070 | 0 | 2,070 | 0 | 0% |
| Democratic Representation | 88 | 0 | 88 | 88 | 0 | 88 | 130 | 0 | 130 | 218 | 0 | 218 | 0 | 0% |
| Non Schools | 475 | 0 | 475 | 475 | 0 | 475 | 259 | (234) | 25 | 734 | 0 | 734 | 0 | 0% |
| Schools – Non Devolved | 28,030 | (16,640) | 11,390 | 28,030 | (16,640) | 11,390 | 3,573 | (1,726) | 1,847 | 31,603 | 0 | 31,603 | 0 | 0% |
| Schools – Devolved Capital | 223 | (223) | 0 | 318 | (318) | 0 | 653 | (653) | 0 | 971 | 0 | 971 | 0 | 0% |
| Total Managing Director | 29,316 | (17,363) | 11,953 | 30,406 | (18,453) | 11,953 | 5,241 | (3,209) | 2,032 | 35,647 | 0 | 35,647 | 0 | 0 |
| Total Committed Schemes | 45,098 | (21,381) | 23,717 | 46,863 | (22,471) | 24,392 | 20,079 | (6,274) | 13,805 | 66,942 | 0 | 66,942 | 0 | 0 |

| | | | |
|---------------------------------------|-----------------|-----------------|-----------------|
| | (£'000) | (£'000) | (£'000) |
| Portfolio Total | 45,098 | 66,942 | 66,942 |
| External Funding | | | |
| Government Grants | (17,447) | (18,670) | (18,670) |
| Developers' Contributions | (3,934) | (5,898) | (5,898) |
| Other Contributions | 0 | (4,177) | (4,177) |
| Total External Funding Sources | (21,381) | (28,745) | (28,745) |
| Total Corporate Funding | 23,717 | 38,197 | 38,197 |

| | | 2017/18 APPROVED ESTIMATE | | | APPROVED SLIPPAGE FROM PRIOR YEARS | | | TOTAL BUDGET 2017/18 | | | PROJECTIONS | | | PROJECT STATUS | | | | | |
|---|---|---------------------------|---------|----------|------------------------------------|--------|----------|----------------------|---------|----------|----------------------------|---------------------------|----------------------------|----------------|--------------------------------|--------------|--------------------------|---------------------|--|
| Project | CAPITAL SCHEME | Gross | Income | Estimate | Gross | Income | Estimate | Gross | Income | Estimate | 2017/18 Projected Variance | 2018/19 Expected Slippage | 2018/19 SLIPPAGE Projected | Yet To Start | Preliminary / Feasibility Work | Work On-site | Ongoing Annual Programme | Expected Completion | |
| | | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | | | | | |
| June 2017 @ 08/6/17 | | | | | | | | | | | | | | | | | | | |
| Communities Directorate | | | | | | | | | | | | | | | | | | | |
| Sports & Leisure | | | | | | | | | | | | | | | | | | | |
| CZ18 | Magnet LC Reprovision Design / Initial Site Costs | 1,650 | 0 | 1,650 | 350 | 0 | 350 | 2,000 | 0 | 2,000 | 0 | 0 | 0 | | | | | | |
| Highways & Transport | | | | | | | | | | | | | | | | | | | |
| CD12 | Roads Resurfacing-Transport Asset & Safety | 1,650 | (1,650) | 0 | 132 | (131) | 1 | 1,782 | (1,781) | 1 | 0 | 0 | 0 | | | | | | |
| CD84 | Street Lighting-LED Upgrade | 1,600 | 0 | 1,600 | 634 | 0 | 634 | 2,234 | 0 | 2,234 | 0 | 0 | 0 | | | | | | |
| Community, Protection & Enforcement Services | | | | | | | | | | | | | | | | | | | |
| CT52 | Disabled Facilities Grant | 600 | (600) | 0 | 0 | 0 | 0 | 600 | (600) | 0 | 0 | 0 | 0 | | | | | | |
| Place Directorate | | | | | | | | | | | | | | | | | | | |
| Regeneration | | | | | | | | | | | | | | | | | | | |
| CI14 | Maidenhead Waterways Construction phase 1 | 0 | 0 | 0 | 1707 | (141) | 1566 | 1,707 | (141) | 1,566 | 0 | 0 | 0 | | | | | | |
| CI29 | Nicholson's Car Park & Central House Scheme | 0 | 0 | 0 | 2952 | (187) | 2765 | 2,952 | (187) | 2,765 | 0 | 0 | 0 | | | | | | |
| Managing Director | | | | | | | | | | | | | | | | | | | |
| Housing | | | | | | | | | | | | | | | | | | | |
| CT51 | Affordable Home Ownership Capital Investment | 0 | 0 | 0 | 500 | (500) | 0 | 500 | (500) | 0 | 0 | 0 | 0 | | | | | | |
| CT55 | Brill House Capital Funding | 500 | (500) | 0 | 0 | 0 | 0 | 500 | (500) | 0 | 0 | 0 | 0 | | | | | | |
| Non Schools | | | | | | | | | | | | | | | | | | | |
| CKVT | Marlow Road Youth Centre Roofing and Maintenance Work | 400 | 0 | 400 | 0 | 0 | 0 | 400 | 0 | 400 | 0 | 0 | 0 | | | | | | |

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| Project | CAPITAL SCHEME | 2017/18 APPROVED ESTIMATE | | | APPROVED SLIPPAGE FROM PRIOR YEARS | | | TOTAL BUDGET 2017/18 | | | PROJECTIONS | | | PROJECT STATUS | | | | |
|---------|--|---------------------------|---------|----------|------------------------------------|--------|----------|----------------------|---------|----------|---|---------------------------|----------------------------|----------------|--------------------------------|--------------|--------------------------|---------------------|
| | | Gross | Income | Estimate | Gross | Income | Estimate | Gross | Income | Estimate | 2017/18 Projected Variance <i>Underspend as negative</i> | 2018/19 Expected Slippage | 2018/19 SLIPPAGE Projected | Yet To Start | Preliminary / Feasibility Work | Work On-site | Ongoing Annual Programme | Expected Completion |
| | | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | | | | | |
| | Schools – Non Devolved | | | | | | | | | | | | | | | | | |
| CSGR | Charters Expansion | 3,420 | (2,952) | 468 | 203 | (203) | 0 | 3,623 | (3,155) | 468 | 0 | | 0 | | | | | |
| CSGT | Windsor Boys Expansion | 1,120 | (1,120) | 0 | (108) | 108 | 0 | 1,012 | (1,012) | 0 | 0 | | 0 | | | | | |
| CSGV | Cox Green School Expansion Year 1 of 3 | 3,780 | (2,127) | 1,653 | 133 | (133) | 0 | 3,913 | (2,260) | 1,653 | 0 | | 0 | | | | | |
| CSGW | Furze Platt Senior expansion Year 1 of 3 | 6,750 | (2,212) | 4,538 | 431 | (431) | 0 | 7,181 | (2,643) | 4,538 | 0 | | 0 | | | | | |
| CSGX | Dedworth Middle School Expansion Year 1 of 3 | 3,780 | (2,081) | 1,699 | 153 | (153) | 0 | 3,933 | (2,234) | 1,699 | 0 | | 0 | | | | | |
| CSHU | Windsor Girls Expansion | 1,800 | (1,800) | 0 | (64) | 64 | 0 | 1,736 | (1,736) | 0 | 0 | | 0 | | | | | |
| CSHV | Lowbrook Expansion | 0 | 0 | 0 | 1,543 | 0 | 1,543 | 1,543 | 0 | 1,543 | 0 | | 0 | | | | | |
| | | | | | | | | | | | | | | | | | | |

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Agenda Item 8

By virtue of paragraph(s) 1, 2, 3, 4, 5, 6, 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

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