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NOTICE OF MEETING

CABINET

will meet on

THURSDAY, 22ND FEBRUARY, 2018

At 7.00 pm

in the

COUNCIL CHAMBER - GUILDHALL, WINDSOR.

TO: MEMBERS OF CABINET

COUNCILLORS SIMON DUDLEY (CHAIRMAN)
DAVID COPPINGER, (PLANNING & HEALTH INCLUDING SUSTAINABILITY) (VICE-CHAIRMAN)
PHILLIP BICKNELL, (HIGHWAYS, TRANSPORT & WINDSOR)
NATASHA AIREY, (CHILDREN'S SERVICES)
MJ SAUNDERS, (FINANCE)
SAMANTHA RAYNER, (CULTURE & COMMUNITIES INCLUDING RESIDENT AND BUSINESS SERVICES)
JACK RANKIN, (ECONOMIC DEVELOPMENT, PROPERTY & DEPUTY FINANCE)
DAVID EVANS, (MAIDENHEAD REGENERATION AND MAIDENHEAD INCLUDING SCHOOL IMPROVEMENT)
STUART CARROLL, (ADULT SERVICES, PUBLIC HEALTH AND COMMUNICATIONS)
JESSE GREY (ENVIRONMENTAL SERVICES INCLUDING PARKING & FLOODING)

PRINCIPAL MEMBERS ALSO ATTENDING: COUNCILLORS CHRISTINE BATESON (NEIGHBOURHOOD PLANNING AND ASCOT & SUNNINGS), LISA TARGOWSKA (HR, LEGAL & IT), DAVID HILTON (ASCOT REGENERATION), ROSS MCWILLIAMS (HOUSING AND COMMUNICATIONS)

DEPUTY LEAD MEMBERS: Malcolm Alexander (Streetcare and Windsor & Eton), Marius Gilmore (Business Development and Partnerships), Mike Airey (Planning Performance), John Bowden (Aviation and Heathrow Airport), Phillip Love (Maidenhead Regeneration and Maidenhead)

Karen Shepherd – Service Lead Democratic Services - Issued: Wednesday, 14 February 2018

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 **David Cook** 01628 796560

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AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES FOR ABSENCE</u> To receive any apologies for absence	-
2.	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest	5 - 6
3.	<u>MINUTES</u> To consider the Part I minutes of the meeting held on 8 February 2018.	7 - 14
4.	<u>APPOINTMENTS</u>	-
5.	<u>FORWARD PLAN</u> To consider the Forward Plan for the period March 2018 to February 2018.	15 - 24
6.	<u>CABINET MEMBERS' REPORTS</u> Finance i. Financial Update	25 - 42
7.	<u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u> 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 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>
8.	<u>MINUTES</u> To consider the Part II minutes of the meeting of Cabinet held on 8 February 2018. <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>	43 - 44

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 the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. 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, 8 FEBRUARY 2018

PRESENT: Councillors Simon Dudley (Chairman), David Coppinger (Vice-Chairman), Phillip Bicknell, Natasha Airey, MJ Saunders, Samantha Rayner, Jack Rankin, David Evans, Christine Bateson, Stuart Carroll, David Hilton and Jesse Grey

Principle Members also in attendance: Christine Bateson, David Hilton and Ross McWilliams.

Officers: Alison Alexander, Rob Stubbs, Louisa Dean, Russell O'Keefe, Andy Jeffs, Kevin McDaniel and David Cook.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Targowska.

DECLARATIONS OF INTEREST

None received.

MINUTES

RESOLVED UNANIMOUSLY: That:

- I. **The Part I minutes of the Cabinet meeting held on 14 December 2017 were approved.**
- II. **The Part I minutes of the Cabinet Regeneration Sub Committee meetings held on 12 December 2017 and 25 January 2018 were noted.**
- III. **The Part I minutes of the Cabinet Prioritisation Sub Committee held on 5 January 2018 were noted.**

APPOINTMENTS

Councillor Coppinger was appointed as an RBWM representative on the Optalis Holdings Board, to replace Councillor Quick.

CABINET MEMBERS' REPORTS

A) BUDGET REPORT 2018/19

Members considered the council's budget for 2018/19, for recommendation to Full Council.

The Lead Member for Finance introduced the report and informed that there was a growing maelstrom of Councils up and down the country saying they desperately needed to increase their base Council Tax by the full 2.99%, as permitted without a local referendum, plus the full Adult Social Care Levy.

This Council's innovative and prudent management of residents' services enabled us to propose for next year, only a 1.95% increase in base Council Tax, plus a 3% Adult Social Care Levy. Our residents would continue to pay the lowest Council Tax outside of London.

The Lead Member for Finance went on to explain that our effective partnerships with other Councils and organisations to deliver our services, and the wider transformation of all we do, enabled us to do more for less, and to protect the needs of residents, particularly the vulnerable, and also seek to reward fairly our hard working council teams.

Members were informed that the council continued to shoulder the rising demand to support many more young and older vulnerable residents, committing substantially more funding than had been received through the Adult Social Care Levy and new central grants, including the additional £300k announced this week, which would be allocated to reserves and drawn down as needed. There were also additional funds to support home to school transport for pupils with special needs and families on low incomes.

Protecting and enhancing the reliefs we provide to reduce Business Rates and the grants we allocate to community organisations have all been assured. RBWM libraries continue to thrive and all remain open and for more hours.

The Lead Member for Finance continued to inform that a central grant was secured to address the desperate needs of the homeless. With our significant investments in temporary homeless accommodation at John West House and Braywick Lodge RBWM had attracted more grant than our neighbours, including Slough, and it was expected that we would spend all of it on our 'support before enforcement' programme. Community safety was also assured through the continuing funding of our 18 community wardens and the upgrade and expansion of our CCTV coverage.

Parking charges for residents with Advantage Cards would not rise and, unlike neighbouring councils, resident parking permits remain free. Parking charges for non-residents would increase to half way between the current very low rates and the levels charged in comparable places outside the Borough.

Investment continued to satisfy the huge demands for infrastructure and community investments in schools, roads, leisure centres and parking, as we progress the need for many new full price, affordable and social rented homes in our submitted Borough Local Plan, and the substantial regeneration of Maidenhead, Ascot and the reinvigoration of Windsor.

Members were informed that looking forward into the coming years, there were many uncertainties, however, we enter these challenging few years with our finances fit for purpose. Our revenue reserves remain more than £1m above the accepted minimum of £5.8m. The prudently projected cash receipts from our innovative development partnerships in Maidenhead will, in all reasonable circumstances, pay for all of our ongoing infrastructure investments, and give us the opportunity to pay off all of our debt and fully fund our pension fund deficit, to remove its pressure from the council tax payer.

The Lead Member for Finance also said that it was not expected that the future unfold precisely as forecast and projected, but we have the flexibility and agility and commitment to adjust our plans to accommodate most future perils and pressures.

Members were informed that this budget was about fairness and focus, having the determination to spend where needed to enhance the quality of residents' lives, especially the vulnerable, and having the competence to generate funds from the regeneration of Maidenhead.

The Chairman thanked the Lead Member for Finance and officers for all their hard work during the budget preparation.

The Lead Member for Highways, Transport and Windsor informed that he was pleased to see that the road resurfacing programme and pot hole programme was the same as this year and that we would continue with our high standards.

The Lead Member for Culture and Communities the Lead Member for Finance and officers for providing a budget for our parks, leisure centres and libraries making an excellent place to live, work and play. She was pleased to mention that the water slides at Windsor's leisure centre were to be replaced and in response from a question from the Chairman she confirmed that there would be £540,000 investment. The new water slides were a huge undertaking that would provide fun and pleasure for residents across the borough.

The Lead Member for Environmental Services including Parking and Flooding was pleased to see that £775,000 was being allocated to upgrade our parking meters, at no cost to our residents, allowing users to pay in a variety of ways.

The Lead Member for Adult Services, Public Health and Communications reiterated the thanks to the Lead Member for Finance and officers and felt that this was a compassionate budget. It was right to apply the 3% precept for adult social care to help protect vulnerable residents. He was also pleased to see preventative measures being invested in with public health especially after the grant was cut by 2.5% in 2015. It was pleasing to see that adult social care and public health services were being protected.

The Lead Member for Maidenhead Regeneration, Maidenhead and School Improvement congratulated his colleagues for the way they had approached car parking charges and by using the advantage card protecting residents from any increase. He was also pleased to see the major capital investments shown in appendix H (agenda pack page 134) and felt we were taking a prudent approach in borrowing that would help provide new homes for our residents.

The Chairman commented that we were front loading infrastructure to facilitate the building of new homes and the Braywick Leisure Centre. We were backing the Royal borough by investing in the Royal Boroughs' future.

The Principal Member for Ascot Regeneration felt that it was a remarkable budget given that a recent survey had shown that nearly all councils in England plan to raise council tax with two thirds of councils being forced to dip into their reserves with a lack of confidence and councils fearing for their financial sustainability. This was an excellent budget supporting council services.

The Chairman said that this was an important point as there had been no use of our reserves to produce a balanced budget, the councils having to use their reserves would find that this was not sustainable. If we got the budget wrong the consequences for our residents could be extreme.

The Principal Member for Housing and Communications reiterated the congratulations on producing the budget and was pleased to see the investment in service delivery especially for our vulnerable residents, for example temporary accommodation was being provided for the homeless with 23 placements following SWEP; which was still in operation.

The Chairman mentioned that SWEP (Severe Weather Emergency Protocol) was a statutory duty to offer emergency help in order to prevent deaths of people sleeping rough when the temperature dropped below zero for three consecutive nights. In the Royal Borough it was decided not to use temperature as a trigger and SWEP has been in place since 30 November 2017 and was still in place. This was way beyond the statutory obligations and what our neighbouring authorities were doing.

The Lead Member for Children's Services informed that there were no cuts to Children's Services and prudent savings were being proposed without impacting services. Further investment was being made in home to school transport and across the whole budget there were positive impacts on our young people, especially the most vulnerable, to allow positive outcomes.

The Lead Member for Finance informed that the indicative budget had been to overview and scrutiny panels in November 2017 and again prior to this meeting. The seven scrutiny panels had all endorsed the recommendations (it was noted that Cllr Jones had abstained from voting at Corporate Services O&S Panel reserving her right to express her views at Council).

The Principal Member for Neighbourhood Planning, Ascot and the Sunnings was pleased to say that there was provision for 2 more neighbourhood plans to be produced.

The Chairman asked the Lead Member for Finance to explain if there was any negative RSG in the Medium Term Financial Plan. In response Cabinet were informed that it was anticipated that this would be reversed by Government as it was current being reviewed. It was expected that RSG would not occur and therefore we were building a balanced budget. If the Government did not change RSG then £2.1 million would have to be found. The Chairman mentioned that this was still an open question and was discussed in the House of Commons last night.

RESOLVED UNANIMOUSLY: That Cabinet recommend to Council that they note the report and approve the:

- i) Detailed recommendations contained in Appendix A which includes a Base Council Tax at band D of £933.42, including a 1.95% increase of £17.85.
- ii) Adult Social Care Precept of 3% (an increase of £28.85 on the £45.89 precept included in the 2017/18 budget) to be included in the Council's budget proposals, making this levy the equivalent of £74.74 at band D.
- iii) Fees and Charges contained in Appendix E.
- iv) Capital Programme, shown in appendices I and J, for the financial year commencing April 2018.
- v) Prudential borrowing limits set out in Appendix L.
- vi) Business rate tax base calculation, detailed in Appendix P, and its use in the calculation of the Council Tax Requirement in Appendix A.
- vii) Deputy Director and Head of Finance in consultation with the Lead Members for Finance and Children's Services is authorised to amend the total schools budget to reflect actual Dedicated School Grant levels.
- viii) Responsibility to include the precept from the Berkshire Fire and Rescue Authority in the overall Council Tax charges is delegated to the Lead Member for Finance and Deputy Director and Head of Finance once the precept is announced.

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on items 7-8 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.

CABINET MEMBERS' REPORTS

A) COUNCIL FUNDING FOR LOCAL ORGANISATIONS 2018/19

Cabinet considered approval of recommendations from the Grants Panel for grants to voluntary organisations. Although the discussion took place in Part II, it was agreed that the decision should be minuted in Part I and that the report be made Part I.

The Lead Member for Culture and Communities asked Cabinet to approve the recommendation within the report and was pleased to say that out of a budget of £3000,000 it was recommended that £163,909 be awarded by the council with the remainder being allocated throughout the year. For each pound we provided its value was ten times to our residents.

The Lead Member for Finance informed that he was the Chairman of the Grants Panel and that they had followed three principles when looking at the grants; was it clear what the applicant was going to do with the money and would it add value to our residents, was it feasible that the objectives for the grant award would be met and were the benefits available to all members of our community. The current but was £300,000 with about half being allocated. There was a rolling programme of applications with another batch due to be considered soon.

The Chairman highlighted the graph on agenda pack page 160 that showed an increasing of growth in RBWM community grants being made available.

RESOLVED UNANIMOUSLEY: That Cabinet endorsed the recommendations of the Grants Panel listed below:

RECOMMENDED TO CABINET: That the applications listed below for the allocation of RBWM / '3' Grassroots Funding be noted and the decisions be minuted in Part I following Cabinet's confirmation of the Panel's recommended awards.

Organisation	£
1st Maidenhead Sea Scout Group	750
ABC To Read	4,000
The Autism Group	1,000
Electric Eels	2,000
Family Friends in Windsor and Maidenhead	2,000
FC Holyport	750
Learning to Work	3,250
Maidenhead Cycle Hub	3,250
Re:Charge R&R	5,000
Windsor Festival	2,000
Windsor Horse Rangers	1,000

The Panel considered, for recommendation to Cabinet, the award of Council grants to local organisations for the forthcoming year. Members considered how applications aligned with the Council's objectives.

RECOMMENDED TO CABINET: That:

- i) The grants as detailed below be approved, subject to:-**
 - a) The approval of the budget.**
 - b) The organisations receiving Community Grants for capital projects obtaining any requisite planning or building regulations consents and producing copies of audited accounts and evidence of the availability of finance for the remainder of the schemes. Organisations receiving Community Grants for Revenue costs or Service Level Agreements being required to complete an Annual Return Form which should demonstrate written evidence that the money had been spent according to their application and to identify the specific outcomes achieved as a result of the grant awarded.**
 - c) The organisations receiving Kidwells Trust Grants:-**
 - i) Providing suitable acknowledgement for the grant assistance in**

- all publicity material.
- ii) Ensuring that there is adequate insurance cover for items purchased with grant assistance. Continuing to look for other forms of sponsorship for special events.
- d) Organisations should, wherever possible, seek funding from other sources to ensure that they were not solely reliant on funding through the Royal Borough and it be noted that those organisations would not necessarily be automatically awarded funding year on year.

ii) That the following decisions be minuted in Part I following Cabinet's agreement of the budget:

COMMUNITY GRANTS

Organisation	£
Adult Dyslexia Centre	2,300
Age Concern Windsor	9,000
Art Beyond Belief	10,400*
Ascot Volunteer Bureau	1,000
Autism Berkshire	5,000
Berkshire Community Foundation	21,500**
Berkshire Multiple Sclerosis Therapy Centre	940
CHIME	600
The Conservation Volunteers	4,000
Cookham Reach Sailing Club	2,000
Cruse Bereavement	3,908
Dance for Fun	1,140
Elizabeth House Cookham	3,000
Maidenhead and District Stroke Club	780
Maidenhead Festival	10,000
Maidenhead Heritage Trust	12,000
Maidenhead Music Society	500***
Norden Farm Centre for the Arts	13,400
The Old Court	10,000
Old Windsor Carnival	5,000
Older Persons' Advisory Forum	1,000
Rotary Club of Ascot	441
Royal Borough Theatre Project	3,500
Sequela Foundation	2,000
St Michael and All Angels, Sunninghill	5,000****
Thames Hospice	10,000
War Dogs Remembered	3,000
Windsor Fringe	2,500
Windsor and Maidenhead Community Forum	5,000
Windsor and Maidenhead Youth and Community Counselling	4,000
Windsor Old People's Welfare Association	10,000
Windsor Baptist Church (Tree House Café)	1,500

* Grant to be paid out only when the programme is ready to run; this should be incorporated into the SLA

** Delegated authority be given to the Chairman, in consultation with the Head of Communities, Enforcement and Partnerships to award additional funding to BCF to

support mental health projects. The Chairman stated he would consult with all Panel Member and substitutes prior to making a decision.

*** Maidenhead Music Society to receive £500 funding from the remaining £920 of the budget from 2017/18 as the event was due to take place in March 2018.

**** St Michael and All Angels, Sunningdale received funding on the basis that the church and church hall is used frequently by the wider community and community groups.

- The following organisations received no funding from the Grants Panel as they would be funded from the service area directly:

- Maidenhead Mencap
- Thames Valley Positive Support
- United Voices
- Windsor Mencap

That with regret, the following applications were refused:

Maidenhead and Bray Cricket Club – The Grants Panel received the application with keen interest but decided not to award any funding at this time. The Panel requested that the relevant Grants Officer contact the organisation to encourage them to resubmit their application when they are nearer to meeting their fundraising target.

Rotary Club of Windsor St. George – The Grants Panel requested that the relevant Grants Officer signpost the applicant to more appropriate funding streams as the application was to support one individual only and did not meet the criteria of the Grants Panel.

N.B: Out of a total budget of £300,000, £163,909 was allocated which left £136,091 unallocated. The Panel agreed that this funding should be made available for allocation at future Grants Panels during 2018/19.

KIDWELLS PARK TRUST GRANTS

Organisation	£
Maidenhead Festival	2,000
Maidenhead Music Society	500
Norden Farm Centre for the Arts	2500
The Old Court	5,125
Windsor Fringe	1,250*

* The organisers to supply further information on what they intended to do with the increase in funding and re-submit their application showing the uplift in funding.

N.B: Out of a total budget of £15,000, £11,375 was allocated which left £3,625 unallocated. The Panel agreed that this funding should be made available for allocation at future Grants Panels during 2018/19,

SOCIAL ENTERPRISE FUNDING

RESOLVED UNANIMOUSLY: That the Social Enterprise grant be awarded subject to the agreement of Councillors Coppinger, S. Rayner and Mills.

The meeting, which began at 7.30pm7.30 pm, finished at 8.10pm

CHAIRMAN.....

DATE.....

Agenda Item 5

CABINET

FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

ITEM	ORIGINAL CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
The Oaks Leisure Centre	Cabinet Regeneration Sub Committee 20/02/18	Cabinet Regeneration Sub Committee May (TBC)	To allow for further work
Award of Contract for Enabling Works for the Braywick Leisure Centre Site.	Cabinet Regeneration Sub Committee 20/02/18	Cabinet Regeneration Sub Committee 19/03/18	To allow for further work
RBWM Property Company - Quarterly Update	Cabinet Regeneration Sub Committee 20/02/18	-	Next update April 2018
Determination of Admission Arrangements	Cabinet – 22/02/18	-	Decision not required.
Rough Sleeping Support and Anti-Social Behaviour Strategy	Cabinet – 22/02/18	Report Split - See below	To allow for further work
Homelessness Strategy Six Month Update	New Item	22/03/18	-
Anti-Social Behaviour and Community Wardens Enhancement	New Item	22/03/18	-
Community Wardens Future Scope and Role Option	Cabinet – 22/02/18	Combined report see above	To allow for further work
RBWM Property Company – Business Plan	-	Cabinet Regeneration Sub Committee 19/03/18	New item
Local Housing Crisis	Cabinet – 22/03/18	-	Content merged into the Housing Strategy July 2018
Windsor Middle School Expansion	Cabinet – 22/03/18	24/05/18	To allow for further work
Schools Catering Contract	Cabinet – 26/04/18	24/05/18	Revised procurement process
Annual Performance Review – Optalis	Cabinet – 26/04/18	24/05/18	To allow for further work
Annual Performance Review – Optalis	Cabinet – 26/04/18	24/05/18	To allow for further work

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, Planning and Health, including Sustainability), Bicknell (Deputy Leader of the Council and Highways, Transport & Windsor), 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), Carroll (Adult Services, Public Health and Communications) Grey (Environmental Services incl. Parking & Flooding), Also in attendance (non-Executive): Councillors Bateson (Principal Member Neighbourhood Planning, Ascot & the Sunnings), Targowska (Principal Member HR, Legal & IT), Hilton (Principal Member Ascot Regeneration), McWilliams (Principal Member Housing and Communications).

The Council is comprised of all the elected Members

All enquiries, including representations, about any of the items listed below should be made in the first instance to Democratic Services, Town Hall, St Ives Road, Maidenhead. Tel (01628) 796560. Email: democratic.services@rbwm.gov.uk


FORWARD PLAN

16 ITEM	Private Meeting - contains exempt/confidential information? See categories below.	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
1. RBWM Property Company Ltd – Business Plan	Fully exempt - 3	Annual update of five year Business Plan.	Yes	Lead Member for Economic Development, Property and Deputy Finance (Councillor Jack Rankin)	Russell O'Keefe	Internal	Corporate Services Overview and Scrutiny Panel TBC	Cabinet Regeneration Sub Committee 19 Mar 2018	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
2. Award of Contract for Enabling Works for the Braywick Leisure Centre Site.	Fully exempt - 3	To award a contract to carry out enabling works, including ground works, utilities, steel structure ordering and car park work.	Yes	Lead Member for Culture and Communities (Councillor Samantha Rayner)	Kevin Mist	Internal Process	Culture and Communities Overview and Scrutiny Panel TBC	Cabinet Regeneration Sub Committee 19 Mar 2018	
1. Appointment of Local Authority Governors 17	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	Consultation with relevant schools and governing bodies	Children's Services Overview and Scrutiny Panel TBC	Cabinet Local Authority Governors Appointments Sub Committee 22 Mar 2018	
1. Anti-Social Behaviour Strategy and Community Wardens Enhancement	Open -	To consider developing the anti-social behaviour strategy and the future scope and role of the community wardens for RBWM.	Yes	Lead Member for Environmental Services (Councillor Jesse Grey)	David Scott	Internal & Stakeholders	Crime & Disorder Overview & Scrutiny Panel TBC	Cabinet 22 Mar 2018	
2. Homeless Strategy 2017-2022 – 6 Month Update	Open -	To consider a six month update including support for rough sleepers.	Yes	Councillor Ross McWilliams	Andy Jeffs	Internal & Stakeholders	Planning & Housing Overview & Scrutiny Panel TBC	Cabinet 22 Mar 2018	

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

ITEM	Private Meeting - contains exempt/confidential information? See categories below	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings.	Date of Overview and Scrutiny Panel	Date and name of meeting	Date of Council decision (if required)
3. 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 22 Mar 2018	
4. Standards and Quality of Education in Royal Borough schools – A Review of the Academic Year	Open -	The report outlines the achievements of schools in the Royal Borough and identifies areas where further development is required	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Internal process	Children's Services Overview and Scrutiny Panel 15 Mar 2018	Cabinet 22 Mar 2018	
 Property Company Quarterly Update	Fully exempt - 3	Quarterly update on the activities of RBWM Property 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 TBC	Cabinet Regeneration Sub Committee 24 Apr 2018	
2. 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 TBC	Cabinet Regeneration Sub Committee 24 Apr 2018	

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1. Home to School Transport - Post 16 Policy (Annual)	Open -	The Council's policy on providing Home to School transport is subject to annual review	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Internal process	Children's Services Overview and Scrutiny Panel 17 Apr 2018	Cabinet 26 Apr 2018	
19 2. RBWM Trading Activities Update	Open -	An update to Cabinet on the activities of the two trading companies – RBWM Property Company Ltd and RBWM Commercial Services.	No	Lead Member for Economic Development, Property and Deputy Finance (Councillor Jack Rankin)	Russell O'Keefe	Internal process	Corporate Services Overview and Scrutiny Panel TBC	Cabinet 26 Apr 2018	
3. 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 26 Apr 2018	
4. Joint Central and Eastern Berkshire Minerals and Waste Plan – authorisation for preferred option consultation	Open -	The council is working with partner authorities to prepare a minerals and waste plan. The draft plan is now at a stage where the options for meeting the objectives set out previously have been evaluated and sites identified to meet the need	Yes	Lead Member for Planning and Health (Councillor David Coppinger)	Jenifer Jackson	Consultation on issues and options under regulation 18 of the Town and Country Planning (local plan) regulations 2012 will follow	Planning & Housing Overview & Scrutiny Panel 18 Apr 2018	Cabinet 26 Apr 2018	

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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)
20		for mineral extraction and waste management and treatment. The draft plan sets out the preferred options following this process. Authorisation will be sought in order to commence formal consultation on these preferred options.							
5. Gypsy and Traveller Accommodation Assessment	Open -	This report establishes the assessed level of housing need to meet the accommodation requirements of travelling households within the borough. This is the first stage in gathering evidence for the Gypsy and Traveller local plan that the council has agreed to prepare in its Local Development Scheme document.	Yes	Lead Member for Planning and Health (Councillor David Coppinger)	Jenifer Jackson	Consultation on issues and options under regulation 18 of the Town and Country Planning (local plan) regulations 2012 will follow	Planning & Housing Overview & Scrutiny Panel 18 Apr 2018	Cabinet 26 Apr 2018	

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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)
1. The Oaks Leisure Centre	Fully exempt - 3	Report to consider the progression of the Oaks Leisure Centre project	Yes	Lead Member for Culture and Communities (Councillor Samantha Rayner)	Andy Jeffs	Internal process	Culture and Communities Overview and Scrutiny Panel 15 Nov 2017	Cabinet Regeneration Sub Committee 1 May 2018	
21 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	Consultation with relevant schools and governing bodies	Children's Services Overview and Scrutiny Panel TBC	Cabinet Local Authority Governor's Appointments Sub Committee 24 May 2018	
1. Windsor Middle School Expansion	Fully exempt - 4	Report on the outcome of public consultation and feasibility works on the proposed expansion of St Peter's CE Middle School.	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Public consultation	Children's Services Overview and Scrutiny Panel 15 Mar 2018	Cabinet 24 May 2018	
2. Annual Performance Review – AfC	Open -	Annual Performance Review of Achieving for Children	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Hilary Hall	Internal process	Children's Services Overview and Scrutiny Panel 17 Apr 2018	Cabinet 24 May 2018	

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3. Annual Performance Review – Optalis	Open -	Annual Performance Review of Optalis	Yes	Lead Member for Adult Services, Public Health and Communications (Councillor Stuart Carroll)	Hilary Hall	Internal process	Adult Services and Health Overview and Scrutiny Panel TBC	Cabinet 24 May 2018	
4. Schools Catering Contract	Open -	After completion of a procurement exercise, the report will be requesting to award the contract for 3+2 based on the recommendation from the evaluation panel.	Yes	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Internal process	Children's Services Overview and Scrutiny Panel 17 Apr 2018	Cabinet 24 May 2018	
5. Financial Update	Open -	Latest financial update	Yes	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal process	Corporate Services Overview and Scrutiny Panel TBC	Cabinet 24 May 2018	
6. Council Performance Management Framework Quarter 3& 4	Open -	Report detailing performance of the Council against the corporate scorecard for quarter 3 and 4 2017/18.	Yes	Councillor Ross McWilliams, Chairman of Cabinet (Councillor Simon Dudley)	Hilary Hall	Internal Process	Corporate Services Overview and Scrutiny Panel 15 May 2018	Cabinet 24 May 2018	

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7. SEND Action Plan Progress	Open -	A report of progress towards the multi-agency actions agreed following the Ofsted and Care Quality Commission inspection of the areas services for children with additional needs in July 2017.	No	Lead Member for Children's Services (Councillor Natasha Airey)	Kevin McDaniel	Multi agency steering group including the Parent and Carer forum.	Children's Services Overview and Scrutiny Panel TBC	Cabinet 24 May 2018	
1. Appointment to Outside and Associated Bodies (including annual report from representatives)	Open -	To make appointments of Council representatives on Outside and Associated Bodies	Yes	Chairman of Cabinet (Councillor Simon Dudley)	Mary Kilner	Internal Process	Corporate Services Overview and Scrutiny Panel TBC	Cabinet 28 Jun 2018	
2. Financial Update	Open -	Latest financial update	Yes	Lead Member for Finance (Councillor MJ Saunders)	Rob Stubbs	Internal Process	Corporate Services Overview and Scrutiny Panel TBC	Cabinet 28 Jun 2018	

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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:	Financial Update
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Saunders, Lead Member for Finance
Meeting and Date:	Cabinet – 22 February 2018
Responsible Officer(s):	Russell O’Keefe, Executive Director, Rob Stubbs, Deputy Director and Head of Finance.
Wards affected:	All



REPORT SUMMARY

1. This report sets out the Council's financial performance to date in 2017-18.
2. An in-year mitigation exercise was undertaken prior to September Cabinet and £1,290,000 of savings were identified. These savings continue to offset the pressures in all Directorates.
3. The projected over spend on the General Fund is now £674,000 see Appendix A. The projected variances in each Directorate are detailed in section 4.
4. The Council remains in a strong financial position; with projected General Fund Reserves of £7,118,000 (8.05% of budget) in excess of the £5,780,000 (6.54% of budget) recommended minimum level 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.**
- ii) **Approves a £200k capital budget for costs incurred during the closure of the Old Court Windsor for fire risk remedial works (paragraph 4.31)**
- iii) **Approves a £475k capital budget for operational estate improvements (paragraph 4.34)**

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

- 2.1 Cabinet are being asked to note the financial position in the report and approve additional budget in the recommendations. The expenditure detailed in the recommendations was not anticipated when the annual budget was approved in February 2017.

3 KEY IMPLICATIONS

- 3.1 The Council is projecting a General Fund Reserve of £7,118,000. The 2017-18 budget report recommended a minimal reserve level of £5,780,000 to cover known risks for 18 months.

Table 1: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
General Fund Reserves Achieved	<£5,800,000	£5,800,000 to £6,000,000	£6,000,001 to £6,500,000	> £6,500,000	31 May 2018

4 FINANCIAL DETAILS / VALUE FOR MONEY

Managing Director's Directorate

- 4.1 The Managing Director reports a projected outturn figure for 2017-18 of £62,573,000 against a net controllable budget of £62,666,000, showing an underspend of £93,000.
- 4.2 The mitigations of £1,056,000 identified in the 28 September 2017 cabinet report have been extracted from the budgets and are shown on a separate line in appendix A.

Children's Services

- 4.3 Children's Services has a net overspend of £1,725,000. Representing a net adverse movement of £226,000 to the last reported position. This consists of the following material movements:
- adverse movement in placement costs of £157,000 increasing to £1,082,000 as a result of a placement move of £47,000 and the realignment of the demographic budget to Commissioned Services from Children's Services of £110,000
 - adverse movement in agency and interim employee costs of £69,000 increasing to £461,000 resulting from increased employee costs of £159,000 due to delays in recruitment of permanent employees and the realignment of the forecast between Commissioned Services and Children's Services resulting in the recognition of £90,000 of costs that related to Commissioned Services . In recent weeks there have been encouraging developments in recruitment with five social workers being appointed
 - the net impact of the movements between Children's Services and Commissioned Services is cost neutral (see 4.11)

Children's Services previously reported variances which are unchanged

- 4.4 Variances previously reported within Children's Services:
- home to school transport £296,000 overspend
 - health visitor services £79,000 underspend
 - others net £35,000 underspend

Dedicated schools grant

- 4.5 There is a net in year deficit of £1,023,000 relating to the dedicated schools grant funded services; this overspend is matched by grant income reflected in appendix A; any in year deficit will be added to the schools balance carry forward. The in year deficit is an increase of £428,000 to the last reported position. This adverse variation mainly relates to non-achievement of savings to the costs of existing placements at

non-maintained special schools outside of the borough. The savings plan sought to deliver a 5% cost saving which due to the national market conditions has not been achieved, many providers have been submitting requests to increase their charges which the local authority has declined.

- 4.6 This consists of the following material movements:
- Under achievement of the High Needs Block saving plan to spend less on existing placements by £400,000 to £900,000.
 - estimated increased number of pupils receiving Alternative Provision as part of the council's statutory duty costing increased by £40,000 to £120,000
 - Others net £12,000 underspend

Dedicated schools grant previously reported variances which are unchanged

- 4.7 Variances previously reported within Dedicated schools grant:
- conversion to academy status for Bisham Church of England Primary school exceeding funding available by £69,000
 - non domestic rates in year increased charges to the central school budget of £40,000
 - Targeted Intervention in year staffing vacancies Family Worker and Assessment Co-Ordinator (£76,000)
 - other minor variances net (£30,000) underspend
- 4.8 The net overspend will be an additional pressure on the dedicated schools grant reserve which as at 31 March 2017 was a deficit of £752,000; the revised projected deficit as a 31 March 2018 has increased to £1,775,000. This is in line the national picture, with deficit positions in many local authorities driven by the increasing costs of meeting the needs of children with additional needs.
- 4.9 The Schools Forum authorised the March 2017 deficit of £752,000 along with a three year recovery plan April 2017 to March 2020. Schools Forum have been advised of the projected increase in deficit as at March 2018 and the underachievement of the first year of the savings plan. As a result the Schools Forum has allocated £416,000 of the 2018-19 schools block to drive transformation in services to increase provision in local schools which will reduce the number of pupils requiring non-maintained special school places and therefore reduce the deficit. The budget for 2018-19 will be formally agreed in the May Schools Forum including the revised savings plan and deficit.

Adult Social Care

- 4.10 Adult Social care reports a net underspend of £684,000 an increase in underspend from last months reported position of £233,000. This consists of:
- Provision was made for an ordinary resident case which has now been concluded and the date from which the Borough is required to pay is later than predicted leading to a one-off benefit of £152,000.
 - Recent notification from the secretary of state about a further ordinary resident case has ruled in the Borough's favour and expected payments for this client are no longer required reducing expected costs by £112,000.
 - Increased in expected client contributions being received £92,000.
 - Increasing demand of dementia nursing beds has resulted additional investment being required within the block provision to meet the needs of people with dementia resulting in a one-off spend of £138,000.
 - Others budgets resulting in a net £15,000 underspend.

Commissioned Services

- 4.11 Commissioned Services has a net underspend of £104,000 representing a favourable movement of £59,000. This consists of the following movements:
- Net favourable movements from Children’s Services to Commissioned Services in respect of placement and staffing costs net £20,000 (see 4.3)
 - Performance Unit staff vacancies £60,000
 - Others net adverse movements £21,000

Housing

- 4.12 Housing are intending to spend the full grant funded budget of £1,052,000 in 2017-18 as opposed to the original £606,000 anticipated in the January 2018 Finance Update. This is an increase of £446,000. The movement reflects the continued high number of residents requiring housing provision which we are unable to match from our existing capacity and therefore temporary accommodation is required at a higher cost. The increase in spend is being fully offset by grant income of £1,052,000. The breakdown of current placements is included in table 2.

Table 2: Number of placements in emergency / temporary accommodation

Placement Type	Placements
Emergency / Temporary	93
Emergency / Temporary (SWEP)	22
Homelessness Shelter	8
Total	123

Other previously reported variances which are unchanged

- 4.13 Other variances contributing to the position of the overall directorate:
- Law and Governance £35,000 underspend
 - Communications £60,000 overspend

Communities Directorate

- 4.14 The Executive Director is reporting an overspend projection of £817,000 on the Communities directorate’s 2017-18 approved estimate of £14,840,000.
- 4.15 This position includes an increase of £400,000 since last month’s report.
- 4.16 In Libraries and Resident Services, the Registrar’s service shows pressure of £50,000 due to a 30% reduction in wedding bookings this year.
- 4.17 In Revenues & Benefits, an additional budget pressure of £200,000 is reported from the risk of housing benefits shortfall, and £100,000 pressure through the cost of temporary staff covering vacant posts.
- 4.18 In Commissioning – Communities, the cost of additional bus services agreed by Cabinet is reported at £153,000, part mitigated by the capitalisation of the £85,000 Hines Meadow security cost, first reported to Cabinet in December 2017.
- 4.19 In Communities Enforcement & Partnerships, a pressure is reported for Apprenticeship schemes of £47,000 due to cost of 2016-17 individual starts unfunded by service budgets. This is mitigated by vacancy savings and cost efficiencies in the Licencing and Enforcement services of £65,000.

Place Directorate

- 4.20 The Executive Director projects an underspend of £50,000 on the Place directorate's 2017-18 approved estimate of £2,951,000.
- 4.21 The position has improved by £11,000 since last month.
- 4.22 Pressures in Building Control, Building Services and Property Service total £105,000. This is mitigated by improvements in Planning & Finance, from additional application income and further underspends.

Revenue budget movement

- 4.23 Revenue budget movements this month are in table 3, see appendix C for an expanded full year movement statement.

Table 3: Revenue budget movement

Service expenditure budget reported to December	£80,447,000
Severance Payment	£10,000
Service expenditure budget this month	£80,457,000

Cash balances projection

- 4.24 Appendix D provides details of the Borough's cash balance which is based on the assumptions contained in the 2017-18 budget report. These have been revised during the year.

Table 4 New borrowing reconciliation

Potential new borrowing as reported to Cabinet in February 2017	£72,999,000
New Projects Approved in 2017-18	£6,695,000
Reprofile projects approved in 2017-18 and prior years	(£19,289,000)
Reprofile projects forecast in 2017/18	(£45,490,000)
Increase (Decrease) projects approved in 2017/18 and prior years or forecast in 2017/18	£4,216,000
Remove deduction of capital funded from revenue*	£2,191,000
Current estimate of potential new borrowing	£21,322,000

* An amount charged to revenue each year to part fund capital expenditure ceased in 2017-18. However, the amount due to be charged in 2017-18 continued to be deducted from the forecast borrowing requirement and is being added back above.

- 4.25 The projected borrowing estimate has increased this month by £5,160,000 as a result of:
- An increase in income slippage has reduced the total reported slippage from £23,774,000 in January to £19,289,000 in this report (details in Appendix F).
 - The recommendation for a £200k capital budget for Old Court Windsor. (subject to approval)
 - The recommendation for a £475k capital budget for improvements to our operational property estate. (subject to approval)

- 4.26 The following schemes have been approved but have not yet been included in the capital programme. It is possible that the budget will be re-profiled before loading; Braywick Leisure Centre (£2,500,000); Waterways (£1,000,000).
- 4.27 The management of our cash balances and borrowing is carried out on a daily basis and the decision to borrow is not taken until all balances have been utilised.

Capital programme

- 4.28 The approved 2017-18 capital estimate is £79,357,000, see table 5. The projected outturn for the financial year is £52,443,000.
- 4.29 Additional grant income slippage of £4,485,000 has been reported this month in appendix F. This will partly fund the previously reported £15,000,000 of schools expansion schemes that have been re-profiled for completion in 2018-19.
- 4.30 Further information on key capital schemes has been provided in Appendix G.

Table 5: Capital outturn

	Exp	Inc	Net
Approved estimate	£79,357,000	(£30,464,000)	£48,893,000
Variances identified	(£1,049,000)	£149,000	(£900,000)
Slippage to 2018-19	(£25,865,000)	£6,576,000	(£19,289,000)
Projected Outturn 2017-18	£52,443,000	(£23,739,000)	£28,704,000

Table 6: Capital programme status

	Report Cabinet January 2018
Number of schemes in programme	301
Yet to Start	30%
In Progress	40%
Completed	15%
Ongoing Programmes e.g. Disabled Facilities Grant	15%
Devolved Formula Capital Grant schemes budgets devolved to schools	0%

Urgent fire risk remedial works to “The Old Court” in Windsor - £200k

- 4.31 A £238,000 budget was approved in December 2017 for urgent Health & Safety, statutory compliance and repairs and maintenance works on the building, as identified in an external Condition survey.
- 4.32 It was agreed that the building would close to allow essential improvements to be made, at an estimated additional cost of £200,000.
- 4.33 Works required include electrical re-wiring and replacement ventilation system. Tenant compensation, estimated at £60,000, is also due. This covers loss of income, operating expenditure and brewery commitments.

Operational Estate Improvements

- 4.34 Following fire risk and asbestos inspections across the RBWM property estate, a £475,000 capital budget is requested for this year to cover necessary recommended works. The cost is estimated based on previous issues.

Business rates

- 4.35 Business rate income at the end of December was 84.15% against a target of 83.5%. The annual collection target is 98.8%.
- 4.36 With regard to the three new types of business rate relief announced by the Chancellor in the Spring Budget, the Council has undertaken a range of activities, see points 4.37 – 4.39.
- 4.37 **New Business Rate Relief for Pubs:** Eighty nine public houses that fit within the guidelines provided by DCLG were identified. An application form was designed and issued to them on 21st July 2017, inviting them to confirm their eligibility for this assistance i.e. essentially that they are not disqualified on the grounds of State Aid. As at 23rd January, we have received fifty four applications back. Those eligible receive a flat £1,000 relief against their current year bill.
- 4.38 **New Discretionary Relief Scheme:** Eight hundred and seventy potential ratepayers were identified and issued with a claim form w/c 28th August. As at 23rd January we have received thirty four applications back. Twenty four of these have been received with sufficient supporting evidence to make an award e.g. accounts or estimates of annual income/expenditure, a history of the business, details of the amount of assistance requested etc. This has resulted in relief of £239,356 being awarded. Requests for the missing evidence/information have been made to the remaining seven.
- 4.39 **Supporting Small Businesses:** Thirty four potential ratepayers have been identified and were issued with an application on 5th December. As at 23rd January ten applications had been returned. Seven ratepayers have been awarded relief and a further three applications are awaiting assessment.

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 7: Impact of risk and mitigation

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 There are seven appendices attached to this report:

- Appendix A Revenue budget summary
- Appendix B Development fund analysis
- Appendix C Revenue movement statement
- Appendix D Cash flow projection
- Appendix E Capital budget summary
- Appendix F Capital variances
- Appendix G 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 Rankin	Deputy Lead Member for Finance	29/01/18	
Alison Alexander	Managing Director	24/01/18	
Russell O'Keefe	Executive Director	24/01/18	
Andy Jeffs	Executive Director	24/01/18	

REPORT HISTORY

Decision type: For information	Urgency item? No
Report Author: Rob Stubbs, Deputy Director and Head of Finance, 01628 796222	

Revenue Monitoring Statement 2017/18 for February 2018 Cabinet

SUMMARY	2017/18		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Management	292	366	1
Communications	294	433	60
Human Resources	1,443	1,187	0
Law & Governance	2,363	2,357	(35)
Commissioning & Support	5,976	3,489	(104)
Children's Services - AfC Contract	0	14,111	1,340
Children's Services - pre AfC Contract	15,532	3,828	385
Dedicated Schools Grant - Spend	63,413	62,036	1,023
Adult Social Care - Optalis Contract	0	29,025	0
Adult Social Care - Spend	23,601	12,655	(26)
Adult Social Care - Income	8,152	(8,123)	(658)
Better Care Fund	9,305	11,594	0
Public Health	4,910	4,909	0
Housing	1,107	1,046	1,052
Grant Income	(76,396)	(77,303)	(2,075)
Budget Extracted in Year	0	1,056	(1,056)
Total Managing Director's Directorate	59,992	62,666	(93)
Executive Director of Communities	184	232	0
Revenues & Benefits	370	258	720
Commissioning - Communities	9,702	9,898	153
Communities, Enforcement & Partnerships	881	854	(18)
Library & Resident Services	3,459	3,510	50
Budget Extracted in Year	0	88	(88)
Total Communities Directorate	14,596	14,840	817
Executive Director of Place	153	301	(55)
Planning Service	1,471	1,491	50
Property Service	(1,805)	(2,160)	201
Finance	2,149	1,579	(100)
ICT	2,199	1,594	0
Budget Extracted in Year	0	146	(146)
Total Place Directorate	4,167	2,951	(50)
TOTAL EXPENDITURE	78,755	80,457	674

Revenue Monitoring Statement 2017/18 for February 2018 Cabinet

SUMMARY	2017/18		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Total Service Expenditure	78,755	80,457	674
Contribution to / (from) Development Fund	2,255	(1,004)	0
Pensions deficit recovery	2,415	2,415	0
Pay reward	500	0	0
Transfer to/(from) Provision for Redundancy	0	(431)	0
Apprentice Levy	280	99	0
Environment Agency levy	153	153	0
Variance on income from Trading Companies		143	0
Variance on Education Services Grant		(109)	0
Capital Financing inc Interest Receipts	5,069	5,127	0
	<u>89,427</u>	<u>86,850</u>	<u>674</u>
NET REQUIREMENTS	89,427	86,850	674
Less - Special Expenses	(1,009)	(1,009)	0
Transfer to / (from) balances	0	2,577	(674)
	<u>88,418</u>	<u>88,418</u>	<u>0</u>
GROSS COUNCIL TAX REQUIREMENT	88,418	88,418	0
General Fund			
Opening Balance	5,291	5,215	7,792
Transfers to / (from) balances	0	2,577	(674)
	<u>5,291</u>	<u>7,792</u>	<u>7,118</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	2,167
Final transfer to the General Fund	(3,171)
	<u>0</u>

Corporate Development Fund £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	
Contact Centre investment (May Cabinet)	-58	
Balance of Development Fund transferred to General Fund	-3,171	
	-1,004	
		0

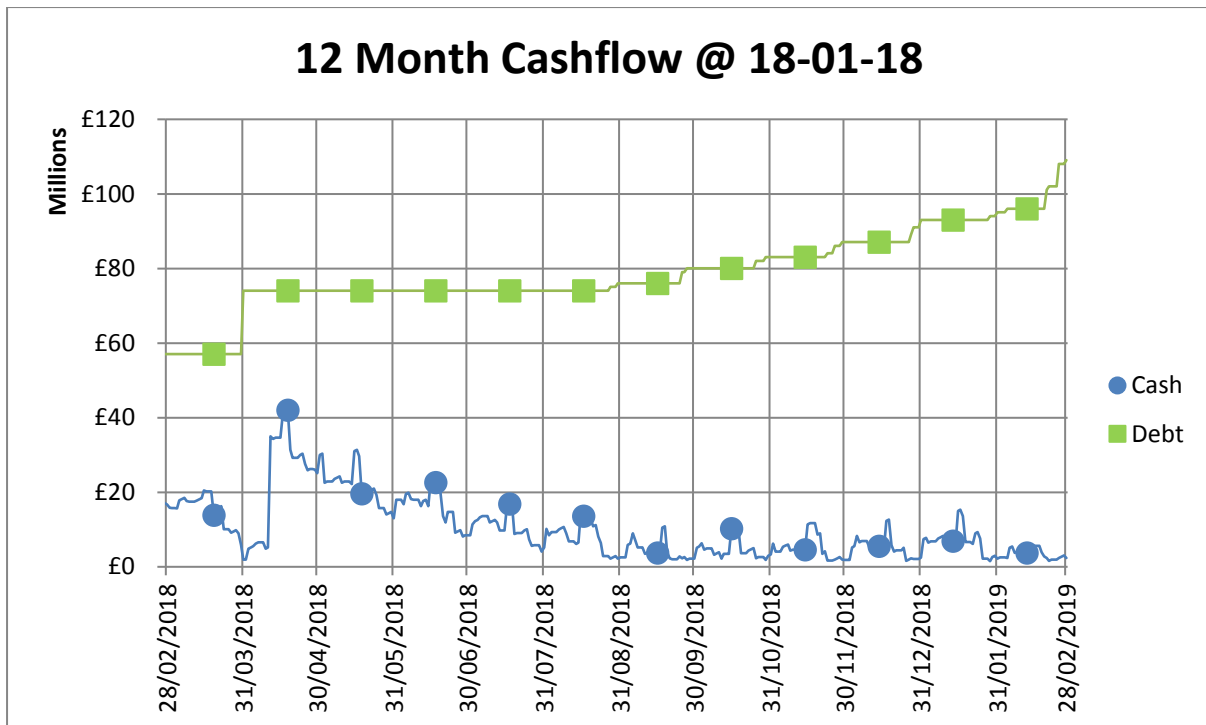
Appendix C

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
7 Allocation of pay reward budget to services				425	425	Council Feb. 2017
8 Legal budget for Heathrow expansion		40			40	Prioritisation Sub Committee Oct 2016
9 Redundancy cost funded by provision			38		38	Cabinet May 2017
10 Election security costs		19			19	CMT June 2017
11 iPad / iPhone maintenance budget		10			10	Head of Finance delegated powers
12 Return on pre-payment of Optalis pension contributions		(41)			(41)	Treasury management policy
13 Redundancy cost funded by provision			236		236	Cabinet May 2017
14 Contact Centre investment	58				58	Cabinet May 2017
15 AfC share of apprentice levy budget re-allocated				33	33	Council Feb. 2017
16 Additional Members SRA budget		5			5	Council July 2017
17 Staff cost budget due to additional pay costs in MD's directorate		25			25	CMT
18 Redundancy cost funded by provision			36		36	Cabinet May 2017
19 Net effect of RBWM NNDR budget rebase		56			56	CMT November 2017
20 Redundancy cost funded by provision			68		68	Cabinet May 2017
21 Apprevice Levy allocation				112	112	Council Feb. 2017
22 Communications resources (July 2017 Cabinet)			120		120	Cabinet July 2017
23 Redundancy cost funded by provision			10		10	Cabinet May 2017
Changes Approved	88	382	551	681	1,702	
Approved Estimate February Cabinet					80,457	

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NOTES

- 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).
- 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.
- 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.
- 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. When the 2017-18 budget was approved by Council in February 2017, new borrowing was anticipated to be £72,999,000 for 2017/18. Due to the re-profiling of a number of schemes on the cash flow forecast, expected new borrowing has reduced to £21m by the year end.

Note 2. Capital expenditure is projected to increase steadily throughout 2017-18 and 2018-19. The exact profile may vary and monitoring of schemes and cash balances will decide the rate at which our borrowing will increase to ensure that no unnecessary debt charges are incurred.

Portfolio Summary	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)	(%)
Communities Directorate														
Sports & Leisure	2,050	0	2,050	2,050	0	2,050	647	(11)	636	2,197	500	2,697	0	0%
Community Facilities	530	(70)	460	534	(70)	464	348	0	348	707	175	882	0	0%
Outdoor Facilities	310	(120)	190	636	(420)	216	920	(400)	520	1,128	428	1,556	0	0%
Revenues & Benefits	0	0	0	0	0	0	126	0	126	76	50	126	0	
Green Spaces & Parks	281	(231)	50	341	(231)	110	99	(81)	18	392	0	392	(48)	-17%
Highways & Countryside	5,506	(2,985)	2,521	8,462	(4,719)	3,743	4,166	(1,479)	2,687	10,016	2,592	12,608	(20)	0%
Community Protection & Enforcement Services	600	(600)	0	600	(600)	0	505	(18)	487	846	259	1,105	0	0%
Library & Resident Services	470	(12)	458	1,096	(12)	1,084	978	(312)	666	1,664	410	2,074	0	0%
Total Communities Directorate	9,747	(4,018)	5,729	13,719	(6,052)	7,667	7,789	(2,301)	5,488	17,026	4,414	21,440	(68)	(0)
Place Directorate														
Technology & Change Delivery	275	0	275	275	0	275	96	0	96	348	23	371	0	0%
Property & Development	4,950	0	4,950	11,347	0	11,347	852	(251)	601	10,002	2,197	12,199	0	0%
Regeneration & Economic Development	560	0	560	2,771	0	2,771	5,685	(328)	5,357	5,556	2,900	8,456	0	0%
Planning (CAP51)	470	0	470	470	0	470	339	(185)	154	665	144	809	0	0%
Total Place Directorate	6,255	0	6,255	14,863	0	14,863	6,972	(764)	6,208	16,571	5,264	21,835	0	0
Managing Director														
Human Resources	0	0	0	32	0	32	0	0	0	32	0	32	0	
Adult Social Care	0	0	0	0	0	0	51	(51)	0	51	0	51	0	
Housing	500	(500)	0	1,995	(1,995)	0	575	(545)	30	1,790	800	2,590	20	4%
Democratic Representation	88	0	88	58	0	58	130	0	130	188	0	188	0	0%
Non Schools	255	0	255	390	(39)	351	335	(234)	101	725	0	725	0	0%
Schools – Non Devolved	28,030	(16,640)	11,390	28,220	(15,812)	12,408	3,283	(1,726)	1,557	15,115	15,387	30,502	(1,001)	-4%
Schools – Devolved Capital	223	(223)	0	292	(292)	0	653	(653)	0	945	0	945	0	0%
Total Managing Director	29,096	(17,363)	11,733	30,987	(18,138)	12,849	5,027	(3,209)	1,818	18,846	16,187	35,033	(981)	0
Total Committed Schemes	45,098	(21,381)	23,717	59,569	(24,190)	35,379	19,788	(6,274)	13,514	52,443	25,865	78,308	(1,049)	0

	(£'000)	(£'000)	(£'000)
Portfolio Total	45,098	79,357	52,443
External Funding			
Government Grants	(17,447)	(17,592)	(12,015)
Developers' Contributions	(3,934)	(7,467)	(6,319)
Other Contributions	0	(5,405)	(5,405)
Total External Funding Sources	(21,381)	(30,464)	(23,739)
Total Corporate Funding	23,717	48,893	28,704

Capital Monitoring Report - January 2017-18

At 31 January 2018, the approved estimate stood at £79.357m

	Exp	Inc	Net
	£'000	£'000	£'000
Approved Estimate	79,357	(30,464)	48,893
Variances identified	(1,049)	149	(900)
Slippage to 2018/19	(25,865)	6,576	(19,289)
Projected Outturn 2017/18	52,443	(23,739)	28,704

Overall Projected Expenditure and Slippage

Projected outturn for the financial year is £52.443m

Variances are reported as follows.

Commissioning - Communities			
CD95	Safer Routes-Holyport College	(20)	0 (20) Planning Permission refused/delayed
Green Spaces & Parks			
CZ46	P&OS-Vansittart Road Skate Park-Extension /Imps	(48)	48 0 Scheme will not be undertaken due to insufficient funding
Schools - Non Devolved			
CSFC	Ascot Primaries Feasibilities	(100)	100 0 Scheme completed-offer up of savings
CSHH	Maidenhead Nursery School Structural Improvements	4	(4) 0 Revised Estimate
CSHP	Wraysbury school - Staffroom Extension	(100)	0 (100) Scheme completed-offer up of savings
CSHV	Lowbrook 2FE Expansion	(800)	0 (800) Scheme completed-offer up of savings
CSJA	Larchfield Nursery Refurbishment	(15)	15 0 Revised Estimate
CSJK	Riverside Double Classroom	10	(10) 0 Revised Estimate
Housing			
CT56	Transforming Care Partnership	20	0 20 Unforeseen Costs
		(1,049)	149 (900)

Additional slippage reported this month is as follows

Previously reported slippage	(25,865)	2,091	(23,774)
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Schools - Non Devolved			
CSFC	Ascot Primaries Feasibilities	0	25 25 Grant to be used on previously reported slippage for retentions.
CSGR	Charters Expansion	0	1,322 1,322 Grant slippage for previously reported re-profiled expenditure.
CSGT	Windsor Boys Expansion	0	58 58 Grant to be used on previously reported slippage for retentions.
CSGV	Cox Green School Expansion Year 1 of 3	0	1,000 1,000 Grant slippage for previously reported re-profiled expenditure.
CSGW	Furze Platt Senior expansion Year 1 of 3	0	1,342 1,342 Grant slippage for previously reported re-profiled expenditure.
CSGX	Dedworth Middle School Expansion Year 1 of 3	0	301 301 Grant slippage for previously reported re-profiled expenditure.
CSHM	All Saints Junior School Boiler Replacement	0	70 70 Grant to be used on previously reported slippage for retentions.
CSHU	Windsor Girls Expansion	0	40 40 Grant to be used on previously reported slippage for retentions.
CSHX	Newlands Girls School	0	162 162 Grant slippage for previously reported re-profiled expenditure.
CSJB	Roofing Replacement at Various Schools	0	80 80 Grant slippage for previously reported works in Summer 2018.
CSJE	Eton Wick School Boiler and Heating Replacement	0	85 85 Grant slippage for previously reported works in Summer 2018.
		(25,865)	6,576 (19,289)

Overall Programme Status

The project statistics show the following position:

Scheme progress	No.	%
Yet to Start	90	30%
In Progress	122	40%
Completed	44	15%
Ongoing Programmes e.g., Disabled Facilities Grant	44	15%
Devolved Formula Capital Grant schemes budgets devolved to schools	1	0%
Total Schemes	301	100%

		January 2018 @ 12/01/2018																
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 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						
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	500					Dec 2019	
Highways & Transport																		
CD12	Roads Resurfacing-Transport Asset & Safety	1,650	(1,650)	0	132	(131)	1	1,782	(1,781)	1	0	200						
CD84	Street Lighting-LED Upgrade	1,600	0	1,600	634	0	634	2,234	0	2,234	0	0						
Community, Protection & Enforcement Services																		
CT52	Disabled Facilities Grant	600	(600)	0	0	0	0	600	(600)	0	0	0						
Community Facilities																		
CKVT	Marlow Road Youth Centre Roofing and Maintenance Work	400	0	400	0	0	0	400	0	400	0	100						
Place Directorate																		
Regeneration																		
CI14	Maidenhead Waterways Construction phase 1	0	0	0	1707	(141)	1566	1,707	(141)	1,566	0	0						
CI29	Broadway Car Park & Central House Scheme	0	0	0	2952	(187)	2765	2,952	(187)	2,765	0	1,700						
Managing Director																		
Housing																		
CT51	Key Worker DIYSO	0	0	0	510	(510)	0	510	(510)	0	0	100						
CT55	Brill House Capital Funding	500	(500)	0	0	0	0	500	(500)	0	0	500					Delays in commencement mean funds unlikely to be requested in 17/18. Preliminary/feasibility works underway.	
Schools – Non Devolved																		
CSGR	Charters Expansion	3,630	(2,952)	678	203	(203)	0	3,833	(3,155)	678	0	2,000						

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 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					
CSGT	Windsor Boys Expansion	1,120	(1,120)	0	(108)	108	0	1,012	(1,012)	0	0	58					Project complete – Slippage for retentions
CSGV	Cox Green School Expansion Year 1 of 3	4,880	(2,514)	2,366	133	(133)	0	5,013	(2,647)	2,366	0	2,500					
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	5,500					
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	2,000					
CSHU	Windsor Girls Expansion	1,800	(1,800)	0	(64)	64	0	1,736	(1,736)	0	0	40					Project complete – Slippage for retentions

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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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