

# Public Document Pack

## NOTICE OF MEETING

# CABINET

will meet on

**THURSDAY, 25TH APRIL, 2019**

**At 7.30 pm**

in the

**GREY ROOM - YORK HOUSE, WINDSOR**

TO: MEMBERS OF CABINET

COUNCILLORS SIMON DUDLEY, CHAIRMAN OF CABINET, MAIDENHEAD REGENERATION AND MAIDENHEAD (CHAIRMAN)  
DAVID COPPINGER, PLANNING & HEALTH INCL. SUSTAINABILITY (DEPUTY CHAIRMAN)  
PHILLIP BICKNELL, HIGHWAYS, TRANSPORT AND WINDSOR  
NATASHA AIREY, CHILDREN'S SERVICES  
SAMANTHA RAYNER, CULTURE & COMMUNITIES (INCL. CUSTOMER AND BUSINESS SERVICES)  
MJ SAUNDERS, FINANCE AND ECONOMIC DEVELOPMENT  
LISA TARGOWSKA, HR, LEGAL AND IT  
STUART CARROLL, ADULT SOCIAL CARE AND PUBLIC HEALTH  
MICHAEL AIREY, ENVIRONMENTAL SERVICES (INCLUDING PARKING, FLOODING, HOUSING AND PERFORMANCE MANAGEMENT)

PRINCIPAL MEMBERS ALSO ATTENDING: COUNCILLORS CHRISTINE BATESON (NEIGHBOURHOOD PLANNING AND ASCOT & THE SUNNINGS) AND DAVID HILTON (ASCOT REGENERATION)

DEPUTY LEAD MEMBERS: MALCOLM ALEXANDER (STREETCARE AND WINDSOR & ETON), MARIUS GILMORE (BUSINESS DEVELOPMENT AND PARTNERSHIPS), JOHN BOWDEN (AVIATION AND HEATHROW AIRPORT), PHILLIP LOVE (MAIDENHEAD REGENERATION AND MAIDENHEAD) AND DEREK WILSON (MAIDENHEAD WATERWAYS CHAMPION)

Karen Shepherd – Service Lead Democratic Services - Issued: Monday, 15 April 2019

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](http://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	7 - 8
3.	<u>MINUTES</u>  To consider the minutes of the meeting held on 28 March 2019.	9 - 10
4.	<u>APPOINTMENTS</u>	-
5.	<u>FORWARD PLAN</u>  To consider the Forward Plan for the period May 2019 to August 2019.	11 - 16
6.	<u>CABINET MEMBERS' REPORTS</u>  Chairman of Cabinet, Maidenhead Regeneration and Maidenhead	-
	i. Nicholson's Shopping Centre	17 - 22
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	ii. Borough Wide Heritage Strategy and Action Plan	23 - 38
	Finance and Economic Development	
	iii. Financial Update	39 - 56
7.	<u>ITEM FOR INFORMATION</u>	-
	i. Maidenhead Station	To Follow

8.

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 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"





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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 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, 28 MARCH 2019

PRESENT: Councillors Simon Dudley (Chairman), David Coppinger (Vice-Chairman), Natasha Airey, MJ Saunders, Stuart Carroll and Michael Airey

Also in attendance: Councillor D Wilson.

Officers: Duncan Sharkey, Louisa Dean, Kevin McDaniel, Rob Stubbs, Andy Jeffs, Hilary Hall and David Cook.

### APOLOGIES FOR ABSENCE

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

### DECLARATIONS OF INTEREST

There were no declarations of interest received.

### MINUTES

**RESOLVED UNANIMOUSLY: That the Part I minutes of the meeting held on 28 February 2019 were approved subject to Cllr Bateson, Cllr Hilton and Cllr D Wilson being noted as being in attendance.**

### APPOINTMENTS

None

### FORWARD PLAN

Cabinet considered the contents of the Forward Plan for the next four months and noted the changes made since the last meeting including the addition of the following reports and amendments:

- Standards and Quality of Education – A Review of the Academic Year 2017-18. Item moved to May 2019 Cabinet.
- RBWM Property Company Ltd - Business Plan 2019-24. Item moved to June 2019 Cabinet.

### CABINET MEMBERS' REPORTS

#### A) FINANCIAL UPDATE

The Lead Member for Finance and Economic Development introduced the latest Financial Update Report.

Cabinet were informed that we were coming towards the end of the financial year with a General Fund Reserves of £7,986,000, which remained in excess of the £5,860,000 recommended minimum level set at council in February 2018.

The report detailed ongoing pressures by directorate and the Lead Member for Finance and Economic Development highlighted the pressures of children in care costs. It had previously been reported that there had been a pressure in this area and future demand had been forecasted to continue. The actual increase in costs for children in care had not been as much as projected with the increase in demand being less than the trend. This resulted in a favourable movement to the budget.

Cabinet were informed that further efficiency savings in Children's Services had been planned with great care so not to impact on vulnerable people. Although savings had been achieved the mitigations were not as high as projected and were being offset by the favourable movement within children in care.

The Lead Member for Finance and Economic Development informed that as we approached year end there would be a number of reconciliations to the accounts to areas such as Revenue and Benefits and he looked forward to presenting them to Cabinet in April 2019.

(Cllr N Airey joined the meeting)

The Chairman informed that he wished to add an additional recommendation to the report to provide free Sunday parking for the Magnet Leisure Centre. Currently the leisure centre charged for parking on Sunday. With the closure of the town hall car park an additional 160 car parking spaces had been provided and he wished these spaces and car parking at the leisure centre to be free on Sundays. If approved the change would come into effect on the 8 April 2019 when the new fees and charges were introduced, including free parking in the town centre after 6pm for Advantage Card holders.

The Lead Member for Environmental Services reported that he supported the additional recommendation as it was important to our resident to be able to continue to park in Maidenhead following the closure of the town hall car park.

**Resolved unanimously: that Cabinet:**

- 1. Notes the council's projected outturn position for 2018-19.**
- 2. Approves the introduction of free car parking on Sunday's at the Magnet Leisure Centre, including the additional 160 car parking spaces, from 8 April 2019.**

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 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.**

Minutes

**RESOLVED UNANIMOUSLY: That the Part II minutes of the meeting held on 28 February 2019 were approved.**

The meeting, which began at 6.30 pm, finished at 6.40 pm

CHAIRMAN.....

DATE.....

# Agenda Item 5

## CABINET

### FORWARD PLAN - CHANGES MADE SINCE LAST PUBLISHED:

ITEM	ORIGINAL CABINET DATE	NEW CABINET DATE	REASON FOR CHANGE
Member expense claim	N/A	25 May 2019	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, Maidenhead Regeneration and Maidenhead), 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 and Economic Development), S Rayner (Culture & Communities incl. Resident and Business Services), D. Evans (Maidenhead Regeneration and Maidenhead), Carroll (Adult Social Care and Public Health) M Airey (Environmental Services (including Parking, Flooding, Housing and Performance Management)), Targowska (HR, Legal & IT). Also in attendance (non-Executive): Councillors Bateson (Principal Member Neighbourhood Planning, Ascot & the Sunnings), Hilton (Principal Member Ascot Regeneration), (D Wilson Maidenhead Waterways Champion).

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](mailto:democratic.services@rbwm.gov.uk)

\*NB Item may be deferred for further work – Items are placed on the Forward Plan for the earliest expected decision date. As an item progresses through the decision making cycle there may be instances where more work is required and thus the decision date may change

### FORWARD PLAN

12	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)
	Financial Update	Open -	Latest Financial Update	No	Lead Member for Finance and Economic Development	Rob Stubbs	Internal Process	N/A	Cabinet 25 May 2019	
	Member expense claim	Open -	To consider a late Member expense claim from Cllr Beer & Cllr Luxton	No	Chairman of Cabinet including Maidenhead Regeneration and Maidenhead	Duncan Sharkey	Internal process	N/A	25 May Cabinet 2019	

**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)
13 Standards and Quality of Education – A Review of the Academic Year 2017-18	Open -	Report on progress against outcomes set by cabinet that highlights overall performance of all pupils in academic year 2017-18 including the attainment of disadvantage pupils. The report we reflect the current position of Ofsted judgements of schools and progress in tracking the participation of 16 and 17 year old students.	No	Lead Member for Children's Services	Kevin McDaniel	internal process	N/A	25 May Cabinet 2019	
Appointment to Outside Bodies	Open -	To make appointments of council representatives on outside and associated bodies	No	Chairman of Cabinet including Maidenhead Regeneration and Maidenhead	Duncan Sharkey	Internal Process	N/A	Cabinet June 2019	

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)
Financial Update	Open -	Latest Financial Update	No	Lead Member for Finance and Economic Development	Rob Stubbs	Internal Process	N/A	Cabinet June 2019	
Annual Performance Report 2017/18	Open -	Report detailing performance of the Council against the corporate scorecard for quarter 3 and 4 2018/19.	No	Lead Member for Performance	Hilary Hall	Internal Process	N/A	Cabinet June 2019	
RBWM Property Company Performance Report	Open -	Latest Performance Report	No	Chairman of Cabinet including Maidenhead Regeneration and Maidenhead	Russell O'Keefe	Internal Process	N/A	Cabinet June 2019	
RBWM Property Company Ltd - Business Plan 2019-24	Fully exempt - 3	Annual Business Plan update.	Yes	Chairman of Cabinet including Maidenhead Regeneration and Maidenhead	Russell O'Keefe	internal process	N/A	Cabinet June 2019	

**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)
Financial Update	Open -	Latest Financial Update	No	Lead Member for Finance and Economic Development	Rob Stubbs	Internal Process	N/A	Cabinet July 2019	
15 Financial Update	Open -	Latest financial update.	No	Lead Member for Finance and Economic Development	Rob Stubbs	Internal process	N/A	Cabinet Aug 2019	

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)
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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 16	<p>Information which reveals that the authority proposes</p> <p>(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or</p> <p>(b) to make an order or direction under any enactment.</p>
7	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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



Report Title:	<b>Nicholson's Shopping Centre</b>
Contains Confidential or Exempt Information?	Yes 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 Dudley – Leader of the Council and Cabinet Member for Maidenhead Regeneration and Maidenhead
Meeting and Date:	Cabinet – 25 April 2019
Responsible Officer(s):	Russell O'Keefe – Executive Director
Wards affected:	All

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## REPORT SUMMARY

1. In February 2019 Tikehau Capital with the cooperation of Areli Real Estate completed the purchase of Nicholson's shopping centre.
2. The resources and expertise brought by the new owners provides a once in a generation opportunity to regenerate this key town centre location for the benefit of local residents and businesses and is a fundamental part of the overall regeneration of Maidenhead.
3. Following discussions with the new owners the Council recently agreed heads of terms with the new owners which would form the basis for an agreement to include the Council's ownerships within a future redevelopment.
4. The heads of terms that have been agreed set out:
  - The process for the sale of the Council's part ownership of the shopping centre and ownership of Central House which will lead to a significant capital receipt for the Council as well as a revenue return during the redevelopment period .
  - the building of a new car park at what would be likely to be a substantially reduced cost than under previous plans through a land swap.
  - the existing Nicholson's car park remaining in use until a new car park is completed.
5. Extensive further work and due diligence is needed to take this work forward as part of the development of the vision and plan for the area. This report requests delegated authority and virement of part of an existing capital budget to progress this work.

## 1 DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION:** That Cabinet notes the report and:

- i) **Approves the virement of £470,000 from the Broadway Car Park capital budget for work with Tikehau Capital and Areli on the Nicholson's Shopping Centre redevelopment and a new car park.**
- ii) **Delegates authority to the Leader of the Council and Cabinet Member for Maidenhead Regeneration and Maidenhead and the Executive Director to negotiate and agree a contract with Tikehau Capital and Areli for the Council's ownerships and a new car park.**

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

- 2.1 Nicholson's Shopping Centre currently provides approximately 190,000 square foot of retail space over 4.5 acres in the town centre of Maidenhead
- 2.2 The Council owns 50% of the freehold of the shopping centre with a lease to the owners with 117 years remaining. Currently the Council receives no income from this.
- 2.3 The adjacent Broadway Car Park which is owned by the Council provides 792 spaces and is the main town centre car park. However, the car park is reaching the end of its lifespan and is in need of significant refurbishment. A replacement car park is essential and provides an opportunity to ensure current and future parking demand is met to support the wider regeneration of the town. As such, in September 2018 Council agreed a total capital budget of £35,313,163 for the development of a new car park.
- 2.4 The Council also owns Central House, a vacant circa 38,000 square foot office building which adjoins the shopping centre. The Council bought back the lease on this building in 2017 to facilitate the redevelopment of the car park and wider area.
- 2.5 As with many similar shopping centres across the country Nicholson's has struggled in recent years as shopping habits and the retail market have changed combined with the difficulty attracting and retaining retailers in units and a centre that is out of step with modern requirements.
- 2.6 Nicholson's shopping centre was previously owned by Vixcroft and hedge fund Cheyne Capital. In October 2018 BDO were appointed as receivers with CBRE brought in to sell the centre.
- 2.7 In February 2019 Tikehau Capital with the cooperation of Areli Real Estate completed the purchase of Nicholson's shopping centre.
- 2.8 Tikehau Capital is an asset management and investment group, which manages €22.0 billion of assets (as at 31 December 2018), with shareholders' equity of €2.3 billion (as at 30 June 2018). Areli Real Estate is a UK based urban regeneration specialist which accompanies Tikehau Capital as an operating partner.
- 2.9 The resources and expertise brought by the new owner and their partner provides an amazing opportunity to regenerate this key town centre location for the benefit of local residents and businesses and is a fundamental part of the overall regeneration of Maidenhead.
- 2.10 The new owner carried out a community planning weekend from the 22 – 26 March to give the local community the opportunity to help shape the future of the centre and contribute to shaping a new vision for the area.
- 2.11 Following discussions with the new owner the Council recently agreed heads of terms with them which would form the basis for an agreement to include the Council's ownerships within a future redevelopment. The heads of terms are included in Appendix A in the part 2 element of the report.
- 2.12 The heads of terms that have been agreed set out:
  - The process for the sale of the Council's part ownership of the shopping centre and ownership of Central House which will lead to a significant capital receipt for the Council as well as a revenue return during the redevelopment period .

- the building of a new car park at what would be likely to be a substantially reduced cost than under previous plans through a land swap.
- the existing Nicholson's car park remaining in use until a new car park is completed.

2.13 Extensive further work and due diligence is needed to take this work forward with the new owners as part of the development of the vision and plan for the area. This will include specialist surveying and legal work. To support this work it is also proposed to establish an additional senior post within the Council's Property Company to oversee and take this work forward with the new owners. The Property Company has also recently recruited a new non-executive director with a background in retail development to provide additional advice and expertise at board level (this post as with all non executive directors is unpaid).

2.14 Given the redevelopment of the area is likely to lead to the building of a new car park at a significantly reduced cost (subject to planning permission) it is proposed to fund further work by the Council by viring monies from the current capital budget approved for Broadway car park.

**Table 1: Options arising from this report**

<b>Option</b>	<b>Comments</b>
To provide delegated authority to negotiate and agree a contract and virement of the budget <b>Recommended option</b>	This will enable the Council to act swiftly with the new owners to progress the regeneration of this key town centre area.
Do nothing <b>This is NOT the recommended option</b>	This will delay the progression of this key part of the regeneration of Maidenhead.

### 3 KEY IMPLICATIONS

**Table 2: Key Implications**

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
To agree a contract with the new owners	Agreements not signed	Final agreements signed within 6 months	N/A	N/A	October 2019

### 4 FINANCIAL DETAILS / VALUE FOR MONEY

4.1 The reports request virement of £470,000 from the previously agreed capital budget of £35,313,163 for the redevelopment of Broadway Car Park with £240,000 for 2019/20, £100,000 for 2020/21 and £130,000 for 2021/22.

4.2 Once final contractual terms are agreed this is likely to lead to a significant capital receipt for the Council as well as a revenue return during the redevelopment period.

### 5 LEGAL IMPLICATIONS

- 5.1 Specialist solicitors will support due diligence and prepare all required contract documentation.

## 5 RISK MANAGEMENT

**Table 4: Impact of risk and mitigation**

<b>Risks</b>	<b>Uncontrolled risk</b>	<b>Controls</b>	<b>Controlled risk</b>
Current owners decide to sell prior to completion of new car park	Low	Contractual protection and covers in the contract.	Low

## 6 APPENDICES

- 6.1 Appendix A – Heads of terms

## 7 POTENTIAL IMPACTS

- 7.1 There are no equality issues raised by the proposed transaction.
- 7.2 The capital receipts and savings on the costs of building a new car park generated will support the Council's budget for the benefit of all residents.
- 7.3 No personal data has been processed during this transaction.

## 8 CONSULTATION

- 8.1 The report will be considered by Corporate Overview and Scrutiny Committee.

## 9 TIMETABLE FOR IMPLEMENTATION

- 9.1 The future timetable will be developed as part of further discussions with Tikehau Capital and Areli.

## 10 CONSULTATION (MANDATORY)

<b>Name of consultee</b>	<b>Post held</b>	<b>Date sent</b>	<b>Commented &amp; returned</b>
Councillor Dudley	Leader of the Council and Cabinet Member for Maidenhead Regeneration and Maidenhead	25.3.19	4.4.19
Duncan Sharkey	Managing Director	25.3.19	4.4.19
Russell O'Keefe	Executive Director	25.3.19	4.4.19
Andy Jeffs	Executive Director	25.3.19	4.4.19
Rob Stubbs	Section 151 Officer	25.3.19	4.4.19
Nikki Craig	Head of HR and Corporate	25.3.19	4.4.19

<b>Name of consultee</b>	<b>Post held</b>	<b>Date sent</b>	<b>Commented &amp; returned</b>
	Projects		
Elaine Browne	Law and Governance	25.3.19	4.4.19
Louisa Dean	Communications and Marketing Manager	25.3.19	4.4.19

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<b>Report Title</b>	<b>Borough Wide Heritage Strategy and Action Plan</b>
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Coppinger - Deputy Chairman of Cabinet, Planning and Health (including Sustainability)
Meeting and Date:	Cabinet 25 <sup>th</sup> April 2019
Responsible Officer(s):	Russell O'Keefe, Executive Director Place and Jenifer Jackson, Head of Planning
Wards affected:	All

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## REPORT SUMMARY

1. This report seeks agreement of a brief for the development of a Borough wide Heritage Strategy and Action Plan Supplementary Planning Document as part of the Local Plan and emerging Borough Local Plan. These documents will identify and celebrate the importance of the Borough's heritage, provide strategies for its protection and enhancement, and consider how best to interpret and harness this special resource for the benefit of the community, visitors and the local economy.
2. This report recommends that the Cabinet approves the brief and confirms agreement to commence the Council's procurement process to engage suitable consultant to undertake the work.

## 1 DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION:** That Cabinet notes the report and:

- i) **Agrees the brief for a Borough Wide Heritage Strategy and Action Plan; and**
- ii) **Authorises the Head of Planning to undertake the requisite procurement procedure to engage a consultant to undertake the project in accordance with the agreed brief.**

## 2 REASON(S)

- 2.1 A key element of the Council's future approach to the Borough's Historic Environment is contained within para 11.2.1 of the Borough Local Plan Submission Version (BLPSV). This advises that a Heritage Strategy Supplementary Planning Document (SPD) will be produced and adopted to guide the implementation of the Council's Historic Environment Policies.

### **Background**

- 2.2 The purpose of the Heritage Strategy SPD is to set out a clear strategy for the borough to guide conservation and heritage activities. The borough has a unique

and distinctive heritage which should be preserved and enhanced for present and future generations. The historic environment is a valuable asset which contributes to broader strategic objectives including economic development, urban and rural regeneration, tourism, leisure and recreation, community development, good urban design and town planning, provision of informal and formal education, development of skills, and achieving sustainable development. Whilst this Strategy will flow from the development plan it will not be a planning policy document *per se*. The Heritage Strategy should provide a vision and key aims and objectives for the borough's heritage; it should be supported by a detailed Background and Action Plan document.

- 2.3 Many local authorities already have Heritage Strategies, these tend to be varied in their approach and content, and most include lists of formally designated assets – listed building, conservation areas and scheduled ancient monuments - and are rather academic in tone. However, the Council is keen to provide a document that is driven by the local community and harnesses their views and experience of local heritage. It will aim to bring interested parties, local people, groups and other stakeholders together to generate a shared vision for the future of the borough's heritage and to provide priorities and proposals for how these will be implemented. Key aims of the Heritage Strategy will be to promote partnership and collaborative working between the councils, its partners and key stakeholders and to generate educational, cultural and economic benefits for the Borough as a whole. Initial discussions have been held with Historic England, who appears to support the approach in principle.
- 2.4 The appointed consultant will be required to provide a community led Strategy document, this is to be written in a manner that will be easily accessible to all. It is anticipated that it will cover a 15 year period, although it will be designed so that it can be reviewed by the council as part of a rolling programme. The issues and priorities identified will then be addressed through a number of agreed actions, such as projects, improvement schemes, guidance and events that will form part of the Action Plan. This will be designed to be reviewed and updated annually, and progress will be monitored by a steering group, made up of stakeholders. It is likely that, in the long term, the project will require a project officer and Historic England has indicated that it may be willing to assist with the cost of such a post.
- 2.5 It is important that the appointed consultant has a proven track record of undertaking this type of work, and in particular working with community and interest groups. The brief is very clear with regards to the nature and scope of the project and the required outcomes. Funding from the Government through the Planning Delivery Fund round in 2018/19 has already been secured for the production of the strategy.

### **Programme**

- 2.6 It is anticipated that, if agreed, the project will be out to tender in May 2019. Following this, the initial tender bids/responses will be assessed by officers, and selected prospective consultants will then be interviewed. The selection criteria to be used for the assessment are contained within the attached brief. A Council contract will then be awarded to the winning consultant. Once appointed the consultant will be required to provide an inception report, this will outline their overall approach to the project, it will identify key stakeholders and agree how they, and the wider



community, will be engaged by the project. Workshops/meetings will be held and a steering group consisting of local stakeholders will be appointed to oversee the project. Draft final reports will be produced, which will be subject to public consultation over a six to eight week period in line with the legislation and the adopted Statement of Community Involvement. All consultation responses will be considered and the reports adjusted accordingly. The final documents will be reported back to Cabinet in summer 2020 for final approval and adoption as SPD.

**Table 1: Options**

<b>Option</b>	<b>Comments</b>
<p>Do nothing, do not provide a Strategy or Action Plan</p> <p><b>This is not recommended.</b></p>	<p>This would mean that a key element proposed as part of the Borough Local Plan approach to the Historic Environment would not be provided. Opportunities to improve the Borough's historic environment would be missed as would opportunities to engage with local communities, providing cultural, educational and economic benefits across the borough.</p>
<p>To agree the brief and commence the procurement process</p> <p><b>This is the recommended option.</b></p>	<p>This approach would respond to emerging Council policies, current legislation and the requirements of the National Planning Policy Framework in terms of preserving and enhancing the significance of the historic assets of the borough. It would engage with stakeholders and ensure that the historic environment of the borough is properly understood and that action is taken to address identified issues. The action taken would also seek to maximise benefits to the community and support the borough's economy.</p>

### 3 KEY IMPLICATIONS

- 3.1 The aim of the first three years of the project would be to establish the Strategy and commence the first two years of the Action Plan with provision for the review and updating of the latter.

**Table 2: Key implications**

<b>Outcome</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date of delivery</b>
Yr 1 Project out to tender, consultant appointed, following consultation documents finalised and agreed by the Council	September 2020	Summer 2020	May 2020	March 2020	Summer 2020
Yr 2 Action Plan Year 1 projects identified, progressed/ completed and reviewed.	September 2021	Summer 2021	May 2021	March 2021	Summer 2021
Yr 3 Action Plan Year 2 projects updated, new projects identified, established projects completed and reviewed.	September 2022	Summer 2022	May 2022	March 2022	Summer 2022

#### **4 FINANCIAL DETAILS / VALUE FOR MONEY**

- 4.1 All costs associated with year 1 of this project, to deliver the outcomes set out in Table 2, can be met from the awarded Planning Delivery Fund. The costs of a Project Officer post to continue the project beyond year one will be sought from Historic England through discussion, this may involve a bidding process. The identified

projects will be considered for inclusion in formal capital bids made by the Planning service through the Council's own processes, as appropriate, or for funding to be secured by other relevant mechanisms including future rounds of the Planning Delivery Fund, external funding sources and any section 106 funds specifically secured for the historic environment.

## 5 LEGAL IMPLICATIONS

- 5.1 Under the Planning (Listed Buildings and Conservation Areas) Act 1990 the Council has a duty to formulate and publish proposals for the preservation and enhancement of conservation areas. In addition, para 185 of the National Planning Policy Framework advises that plans should set out a positive strategy for the conservation and enjoyment of the historic environment, which should take into account the desirability of sustaining and enhancing the significance of heritage assets and also the wider social, cultural, economic and environmental benefits that the conservation of the historic environment can bring. It is expected that the Council will consult when the proposals are at a draft stage in line with best practice and as outlined in the 'Conservation Area Designation, Appraisal and Management' by Historic England 2016 (revised 2017).

## 6 RISK MANAGEMENT

**Table 4: Impact of risk and mitigation**

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
That the consultant does not fulfil the requirements of the brief	High	Ensure through the procurement process that the chosen consultant has the required expertise and experience in this type of project work; regular project meetings are to be agreed to ensure milestones are met and deadlines kept.	Low
That funding cannot be secured to implement the agreed Action Plan	High	Continue to pursue opportunities for funding and engage with stakeholders to ensure that those opportunities are maximised.	Low
That Historic England does not provide funding for a Project Officer to	Medium	Discussions ongoing over the last two years indicate that HE is	Low

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
support and drive the implementation of the agreed Action Plan		prepared to make that financial commitment due to the importance of heritage in this borough.	
That the Borough Local Plan is not adopted prior to the adoption of the Heritage Strategy SPD	Medium	That the Heritage Strategy can be adopted against the relevant policies contained in the adopted Local Plan 1999.	Low

## **7 POTENTIAL IMPACTS**

- 7.1 There is the possibility of enquiries from the public relating to this project that may involve front line staff.

## **8 CONSULTATION**

- 8.1 As part of the project, the Strategy and Action Plan will be drafted by the consultants with input from communities across the borough together with other interested local parties. The final drafts of the document will be subject to both internal consultation and wider public consultation as required by the Act and in line with accepted good practice. This will include letters to Councillors; to relevant local bodies and groups, such as Parish Councils, local history societies, National Amenity Societies and statutory bodies, such as Historic England. The draft documents will be available to view in local libraries, on the Council and the project web sites, and in the Urban Room proposed as part of the project. An Urban Room creates a physical space where people can go to understand, debate and get involved in the past, present and future of the place where they live, work and play – where and what the urban room consists of in this context will require further consideration. All proposals will be advertised locally and be subject to public meetings, run and attended by the consultants.
- 8.2 All consultation responses will be reported to Cabinet prior to adopting the documents.

## **9 TIMETABLE FOR IMPLEMENTATION**

### **9.1 Table 5: Implementation timetable**

<b>Date</b>	<b>Details</b>
May 2019	Tender process commenced.

<b>Date</b>	<b>Details</b>
April 2020	First draft of both documents following engagement detailed in the brief.
May/June 2020	Drafts out to public consultation.
September 2020	Final documents to Full Council for adoption.

## 10 APPENDICES

10.1 The appendices to the report are as follows:

- Appendix 1: Brief for Borough Wide Heritage Strategy and Action Plan (electronic format)

## 11 BACKGROUND DOCUMENTS

Planning (Listed buildings and Conservation Areas) Act 1990

National Planning Policy Framework 2019

Historic England 'Understanding Place Historic Area Assessment' 2017

Historic England 'Conservation Area, Designation Appraisal and Management' Advice Note 2016

## 12 CONSULTATION

<b>Name of consultee</b>	<b>Post held</b>	<b>Date issued for comment</b>	<b>Date returned with comments</b>
Cllr Coppinger	Lead Member	5.04.19	
Duncan Sharkey	Managing Director	5.04.19	
Russell O'Keefe	Executive Director	5.04.19	
Rob Stubbs	Section 151 Officer	5.04.19	
Louisa Dean	Communications	5.04.19	

### REPORT HISTORY

<b>Decision type:</b>	<b>Urgency item?</b>	<b>To Follow item?</b>
Key decision entered onto forward Plan 2019	No	No
Report Author: Victoria Goldberg, Development Management Manager- Enforcement and Conservation		
Sarah Harper, Principal Conservation Officer		

# **Borough Wide Heritage Strategy and Action Plan**

## **Invitation to Quote/Brief**

# **Brief for a Borough Wide Heritage Strategy and Action Plan for The Royal Borough of Windsor and Maidenhead**

## **Introduction**

The Royal Borough of Windsor and Maidenhead has a rich history, and many national and internationally important historic buildings and places. It includes towns and villages, designed and rural landscapes and extensive stretches of the River Thames. All these elements contribute to the Borough's unique identity, its culture and economy.

The Council's emerging Borough Local Plan provides for the development of a Heritage Strategy SPD and the Council is now seeking to appoint a consultant to draft a community led Heritage Strategy and Action Plan. These documents will identify and celebrate the importance of the Borough's heritage, provide strategies for its protection and enhancement, and consider how best to interpret and harness this special resource for the benefit of the community, visitors and the local economy.

## **Key elements of the project**

The Borough includes a number of diverse communities, for whom heritage will have many different meanings. It is essential that these groups, in particular those who would not normally be participate in heritage projects, are identified and involved, so that their views are included.

Heritage is also an important learning tool for developing knowledge and new skills. History belongs to us all, it can be exciting and inspiring, and the simple enjoyment of a new discovery is something that everyone can benefit from. The project will consider how best to maximise the educational benefits of the Borough's heritage for the community and for visitors. It should provide viable proposals for how this can be achieved, which will include how the Council and the wider community can make best use of existing cultural assets and resources.

Partnership will be a priority for the project. To achieve this, community and business networks, together with locally active heritage organisations will need to be identified and consideration given to how they can best work together. By establishing mutually beneficial partnerships, the synergy created between these groups will have the potential to provide significant heritage and economic benefits. Opportunities to improve the Borough's heritage "offer" for visitors, as well as improved marketing and management of historic areas, will need to be considered, and strategies proposed to maximise their potential. Options for future project funding and investment will also need to be explored.

Not only is heritage an important element in creating a sense of place and belonging, but it can also be a catalyst for regeneration. There are parts of the Borough, such as Maidenhead, where this is particularly important and the strategy will set out priorities and proposals for improvement within these areas, whilst linking with existing Council objectives and strategies. Within the area there are also major infrastructure projects ongoing, and proposed, and these will have an impact on how the Borough looks and functions in the future. The strategy will need to maximise the potential opportunities that these changes will bring.

It is important that the Heritage Strategy and Action Plan documents are provided in an attractive and readily accessible format that can easily understood by all interested parties. It is anticipated that the Strategy will initially be for a fifteen year period, but it should be designed as a rolling document to be updated as required by the Council. The Action Plan will be a separate document that will dovetail with this and should be designed so that it can be easily reviewed and updated annually.

## **Funding**

The funding for this project comes from the Planning Delivery Fund, although there is also the possibility of grant assistance from Historic England for some elements of the scheme. Whilst the Council will consider good value for money when assessing bids, these will also be assessed on the basis of the appropriateness, quality of the proposed project, and the experience and expertise offered by the prospective team.

## **Scope**

### **Key objectives**

- To provide a shared future vision for the Borough's heritage, formulate a strategy with viable objectives and a long term program for achieving this (Action Plan)
- To support and work in partnership with stakeholders to address heritage issues to achieve social, cultural and educational gains, and promote commercial success
- To understand what heritage means to the community and what it values
- To understand the issues surrounding the Borough's heritage, its benefits and problems
- To promote and raise the profile of the Borough's heritage by proposing, for example, improvement projects, town trails, guidance, improved interpretation, award schemes, events, and by the use social media/technology
- To provide guidance on how to manage and market heritage assets to maximise their community and commercial benefits
- To create a gazetteer of heritage assets, designated and non-designated



- To propose a framework to guide and monitor the long term progress of the Strategy and Action
- To provide documents in an attractive and readily accessible format that can easily be reviewed and updated by the Council and are compatible with Council systems

### Summary of work required

This work will be progressed as a community project, with the consultant as lead, the work will include to:

- Organise and run an initial workshop for all stakeholders
- Form a steering group to guide the project, and support the election of a chairman
- Run 4-5 meetings of the steering group to identify issues, strengths and opportunities, priorities and objectives- to form the basis of the Heritage Strategy.
- From objectives create a list of actions to form the basis of the Action Plan and its projects
- Action Plan projects to be discussed and agreed with the steering group
- Process for the implementation and review of both Strategy and Action Plan to be agreed with steering group
- Liaise with Council leads/client group, provide regular updates and monitoring reports- these may include video conference calls and updates by email subject to agreement with the Council.
- Create an interactive web page for project and provide social media updates
- Assist with the setting up of a urban room for the project
- Consultant to provide draft documents for approval, including layout and artwork/photography.
- An inception report outlining the scope of the project and how it will be achieved is required, following this a draft Strategy and Action Plan for agreement are to be submitted, and following public consultation, final reports submitted for Cabinet approval- see timetable.
- Consultant to produce documents to agreed formats and to meet agreed target dates

### Project Timetable

Key Milestones	Date
Deadline for quotations	May/June 2019
Appointment of consultant	June 2019

Project inception meeting	<b>June/July 2019</b>
First draft of inception report	<b>August 2019</b>
Feedback from LPA on inception report	<b>September 2019</b>
First draft of Strategy and Action Plan	<b>April 2020</b>
Final draft of Strategy and Action Plan	<b>April/May 2020</b>
Public Consultation on draft documents	<b>May/June 2020</b>
Final report incorporating post consultation amendments	<b>July 2020</b>

The final project timetable will be reviewed and agreed during the inception stage of the project

### **Information required/available**

The baseline information to inform this process will include an overview of current Council Strategies/ policies/ objectives. Consideration of the HERS (LBS, CAs, Registered Parks, Local List, SAMS, etc) and Historic England Building's At Risk Register. An assessment of currently available economic and tourism information, and familiarisation with the Council's and other local organisations archives and collections. Other relevant documents include the Borough Townscape/Landscape Assessments, Conservation Area Appraisals, the Local Plan, emerging Borough Local Plan and Local Plan Documents, SPDs and SPGs, Maidenhead Town Centre Action Plan, Neighbourhood Plans and associated documents. Other major local initiatives include Crossrail, M4 Smart Motorway and Heathrow 3<sup>rd</sup> Runway.

All GIS data will be supplied as ESRI shape files. Provision of GIS to a third-party is subject to the signing of a Contractor's Licence as provided under the Public Sector Mapping Agreement (PSMA).

### **Contractual requirements & fees**

Fee payment will be subject to agreement, but up to three payments may be considered, e.g., one third at the completion of inception report, one third on the completion of the draft report and one third on Cabinet approval of the completed document following public consultation.

Invoices should be submitted at appropriate milestones as noted above. The invoices will be submitted against an RBWM Purchase Order. The Purchase Order will be based on the requirements of this specification and the accepted consultancy quotation.

The work undertaken by the consultant will be in accordance with this brief and the terms of the Purchase Order. No variation or deviation from this brief will be accepted without prior written approval from RBWM. Any agreed change or extension to the brief, or to the accepted quotation, will need to be supported by a new purchase order if a fee change incurs as a result of the changes.

Unless otherwise agreed with the Insurance & Risk Manager, the minimum levels of cover will be £5 million for public liability insurance, £2 million for professional indemnity insurance and £10m for employer's liability.

The key RBWM points of contact will be the Project Director and Manager and all contractual communications must be directed through them. Other officers in Conservation Team will assist as appropriate.

Project Manager	Sarah Harper Principal Planning Officer – Policy, RBWM	<a href="mailto:sarah.harper@rbwm.gov.uk">sarah.harper@rbwm.gov.uk</a> Tel. 01628 796429
Project Director	Victoria Goldberg Planning Enforcement and Conservation Team Manager, RBWM	<a href="mailto:victoria.goldberg@rbwm.gov.uk">victoria.goldberg@rbwm.gov.uk</a> Tel. 01628 796447

## Quotations

### Quotation submission

The consultant should provide a quotation for the entire project. Please provide an itemised breakdown for each of the five stages below:

- Draft Inception report
- Draft Heritage Strategy and Action Plan
- Final draft of the Heritage Strategy and Action Plan
- Consultation during drafting and for final document
- Preparation of final document for adoption

You should include reasonable expenses and costs in the above, including for an inception meeting and progress meetings.

To allow for any additional work not specified in this brief, for example presentations to Members of the emerging results, please also include a further hourly rate, ½ day rate and day rate for key personnel.

Consultants should submit their quotation to [victoria.goldberg@rbwm.gov.uk](mailto:victoria.goldberg@rbwm.gov.uk) by **5pm** on **\*\*\*\*\* 2019**. Submissions received after this will not be accepted.

Please be aware that the responses to all clarification questions will be shared with all bidders, with the requesting bidders' details removed. Bidders seeking clarification or from the procurement exercise contacting RBWM employees outside of this procurement exercise may be excluded from evaluation and interview.

**Quotations will be evaluated in the following ratios:**

<b>Element of the Evaluation</b>	<b>Percentage Weighting</b>
Price	40%
Quality (Understanding of the requirements in the specification, proposed methodology and team)	60%

Please provide a comprehensive description of how you will deliver this project, which will encompass these bullets:

- Demonstrate an understanding of community involvement and how this would be applied to the development of this Heritage Strategy and Action Plan.
- Provide details of the proposed methodology, including how the consultant would respond to the requirements of the brief. Particular attention should be given to timetabling and outputs.
- Provide examples of similar heritage projects the consultant has undertaken with references.
- Details of team members who will be undertaking the work, including sub-contractors, and their experience/CVs.
- Confirm that undertaking this project would not give rise to conflicts of interest
- Provide references.

The quality of submissions will be scored using the scoring matrix below.

<b>Score</b>	<b>Rating of Response</b>
0	No response provided and/or substantial omissions which make the response fundamentally unacceptable and gives the Authority cause for major concern.
1	Very poor standard of response; fails to meet nearly all requirements, Insufficient information provided or response generally not supported by evidence. Gives the Authority cause for a very high level of concern.
2	Poor response; fails to meet the majority of requirements, insufficient information provided and/or response is generally not supported by evidence. Gives the Authority cause for a high level of concern.

3	Inadequate response; fails to meet some requirements and is generally unsatisfactory and/or has omissions and/or is not supported by evidence. Gives the Authority cause for serious concern.
4	Basic response; borderline in meeting requirements and has some satisfactory elements but is generally unsatisfactory and/or has several omissions. Gives the Authority cause for concern in several areas.
5	Adequate response; generally meets requirements and is supported by a reasonable level of evidence but has a number of omissions which give the Authority cause for some concerns in few areas.
6	Competent standard of response; meets requirements and is supported by a satisfactory level of evidence although there are a few issues which give the Authority cause for some minor concerns.
7	Good standard of response; meets requirements and is supported by evidence although there are a few very minor omissions and/or very minor issues which gives the Authority cause for some very minor concerns.
8	Very Good standard of response; meets requirements and is supported by comprehensive evidence which gives the Authority a very good level of confidence.
9	Excellent standard of response; exceeds the requirements in a number of areas and is supported by strong evidence which gives the Authority a high level of confidence.
10	Exceptional standard of response; exceeds requirements in most areas and is supported by very strong evidence which gives the Authority a very high level of confidence.

The financial 'price' responses will be scored by the calculation model displayed below and according to the formula:-

$$\text{Score of other bid} = 100 \times \frac{\text{Lowest bid total price}}{\text{Your bid total price}} \%$$

The lowest priced tender will be awarded 100% of the available financial score, (50%). All other tenders will then be pro-rated relative to this. If any of the other bid prices are double or more than that of the lowest priced tender that other tender will receive 0% of the available financial score.

**Draft March 2019**

Report Title:	<b>Financial Update</b>
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Saunders, Lead Member for Finance and Economic Development
Meeting and Date:	Cabinet – 25 April 2019
Responsible Officer(s):	Robert Stubbs, Deputy Director and Head of Finance.
Wards affected:	All

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## REPORT SUMMARY

- 1 This report sets out the council's financial position to date for the financial year 2018-19. Current pressures are being partially mitigated resulting in a financial pressure across the council of £2,058,000, see Appendix A.
- 2 The council's base budget is £85,344,000. Aggregated usable reserves are in a healthy position at £7,922,000 (9.28% of budget) which remains in excess of the £5,860,000 (6.87% of budget) recommended minimum level set at council in February 2018, see Appendix A.

## 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION: That Cabinet:**

- i) **Notes the council's projected outturn position for 2018-19.**

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

- 2.1 Cabinet are required to note the council's financial position.

## 3. KEY IMPLICATIONS

**Table 1: Key implications**

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
General Fund Reserves Achieved	<£5,900,000	£5,900,000 to £6,000,000	£6,000,001 to £6,900,000	> £6,900,000	31 May 2019

## 4. FINANCIAL DETAILS / VALUE FOR MONEY

### Council outturn position

- 4.1 The expected outturn position for the council shows an overspend of £4,094,000 on service budgets of £79,422,000 and after net non-service budget adjustments of £2,036,000 for non-service expenditure including additional income from the Berkshire-wide business rate pilot and section 31 grant income reconciliation from 2017-18, this results in a council overspend of £2,058,000.

**Table 2: Outturn position**

<b>Directorate</b>	<b>£000</b>
Managing Director	3,137
Executive Director – Communities	1,365
Executive Director – Place	(408)
Non service expenditure	(2,036)
<b>Council overspend</b>	<b>2,058</b>

**Managing Director’s Directorate**

- 4.2 The Managing Director reports a projected outturn figure for 2018-19 of £74,500,000 against a net controllable budget of £71,363,000, a net overspend of £3,137,000 and a reduction of £12,000 from the last reported position. The overspend is net of mitigations totalling £2,581,000 for the directorate.

**Adult Social Care**

- 4.3 Adult Social Care reports a net underspend of £111,000. The variance consists of:
- Overspend in the Optalis contract of £210,000, mainly due increased numbers of placements to Older People services (Nursing Dementia Care). This is, in part, due to the temporary closure of one floor at Queen’s Court Care Home to allow for the refurbishment and re-provision in order to support people with dementia. This temporarily created higher voids that would usually be expected in block contracts which led to additional numbers of purchased placements.
  - Underspend of £139,000 against block contract provision as a result of starting leaseback arrangements with the provider. This work has been brought forward to deliver against expected savings targets for 19/20.
  - Void costs incurred of £39,000 in Learning Disability residential homes for 2018/19.
  - Increasing homecare costs due to rising demand and supporting people at home for longer, delaying admission to residential care £203,000.
  - With increasing demand in placements and homecare, higher volumes of contributions are being received from clients of £432,000. Included within this is a significant backdated case for one client for £90,000 where assets were not disclosed and therefore not included in previous financial assessments.
  - Other budgets showing minor adverse variances £9,000.

**AfC Contract – Children’s Services**

- 4.4 The reported overspend for the AfC Contract – Children’s Services is £3,427,000, an adverse movement of £69,000 compared to the last reported position.
- 4.5 The adverse movement reflects the following changes in forecast:
- Increased Contract expenditure matched by an increase in grant within Children’s Services Retained £20,000
  - More complex Troubled Families targeted interventions than expected resulting in a lower achievement of Early Help and staff related savings and mitigations £18,000
  - Increased final insurance premium charges £10,000
  - Increased cost of interims including senior management post £9,000
  - Increased Future Demand in March 2019 as a result of 5 new independent fostering agency placements and 1 child receiving additional respite care £6,000
  - Other net movements £6,000

**AfC Contract - Dedicated Schools Grant & Dedicated Schools Grant Retained**



- 4.6 There is a net in year surplus of £295,000 relating to the dedicated schools grant funded services consisting of an adverse variance of £117,000 within the Achieving for Children contract and a favourable £411,000 variance within the retained element. This represents a net favourable movement of £238,000 compared to the previous reported position.
- 4.7 The favourable movement reflects the following changes in forecast:
- Final reconciliation of High Needs Block School Top Ups representing a 4% favourable movement against budget (£182,000) partly matched by increased Non Maintained and Independent Special Schools provision costs of £53,000
  - Reduction in the Alternative Provision programme reflecting the continuous implementation of a more collaborative and inclusive approach within schools to retain pupils with special educational needs rather than seeking high cost alternative provision resulting in cost avoidance of (£76,000)
  - Reduction in school maternity cover claims (£15,000)
  - Others (£18,000)
- 4.8 The net underspend will reduce the dedicated schools grant reserve deficit which as at 31 March 2018 stood at £1,212,000. The revised deficit as at 31 March 2019 will be reduced by £295,000 to £917,000.
- 4.9 At the next Schools Forum in April 2019 the projected deficit carry forward will be reported. If this is not offset over a period all schools will contribute to the overspend.

#### **Children's Services Retained**

- 4.10 The reported overspend for Children's Services Retained is £600,000, an adverse movement of £13,000 compared to the last reported position.
- 4.11 The adverse movement reflects the following changes in forecast:
- Cox Green Community Centre operational costs overspend offset within Place Directorate, unbudgeted costs reported within Children's Services Retained reflecting previous historical usage of site £23,000
  - Reduction in submission of Troubled Families programme applications during February and March resulting in reduced income of £15,000
  - Increased Grant receipts matched by an increase in expenditure within AfC Contract - Children's Services (£20,000)
  - Others net (£5,000)

#### **Commissioning Communities**

- 4.12 Commissioning Communities reports an overspend of £1,644,000. This is an increase in overspend from the last reported position of £21,000. The overspend relates to under recovery of PCN income in the last quarter of the year £15,000 and minor variances across the service area.

#### **Communications**

- 4.13 Communications has net overspend of £194,000, an increase in overspend of £16,000 from the last reported position. The additional overspend relates to a reduction in expected income being received by the Windsor Visitor Information Centre.

#### **4.14 Grant Income**

The grant income has reduced by £238,000 to match the favourable movement within the AfC Contract - Dedicated Schools Grant & Dedicated Schools Grant Retained. The net underspend will be a credit against the Dedicated Schools Grant reserve.

#### **Law & Governance**

- 4.15 Law & Governance reports an overspend of £80,000, a reduction in overspend from the last reported position of £20,000. This relates to reductions in Members' allowances following a review by the Independent Remuneration Panel (IRP), some of which has been backdated.

#### **Other variances**

- 4.16 Other small changes from last reported position contributing to the overall directorate:  
Commissioning & Support overspend £1,000  
Human Resources underspend £5,000  
Management overspend of £3,000

#### **Communities Directorate**

- 4.17 Communities Directorate reports a projected outturn figure for 2018-19 of £5,810,000 against a net controllable budget of £4,445,000, showing an overspend of £1,365,000 which is an increase of £724,000. The additional expenditure is in the Revenue and Benefits area and is as a result of reduced debtors in the housing benefit subsidy accounts as detailed in Appendix G. This position includes mitigations and underspends totalling £496,000 for the directorate.
- 4.18 Revenues and benefits – increased overspend of £778,000 – please see Appendix G.
- 4.19 Communities, Enforcement and Partnerships – increased overspend of £44,000. This increase is made up of a number of smaller variances including, print costs, Community Wardens, lower income than projected, CCTV network and Environmental Health Officer contractor costs.
- 4.20 Library & Resident services – decreased overspend of £98,000. The reduction is due to higher income being received than projected in Libraries and in Registrars.

#### **Place Directorate**

- 4.21 Place Directorate reports a projected outturn figure for 2018-19 of £3,206,000 against a net controllable budget of £3,614,000, showing an underspend of £408,000 which is an increased underspend of £56,000 during this period as detailed below. This position includes mitigations and underspends totalling £777,000 for the directorate.
- 4.22 Executive Director budget shows an overspend of £1,000.
- 4.23 Housing – increased gross overspend of £447,000 reduced to a net overspend of £247,000 by the £200,000 underspend from Housing previously shown in the budget extracted in year. – This is caused primarily by the impact on the housing budget of the increased subsidy loss of £279,000 outlined in the revenues and benefits paper in Appendix G and the extended SWEP provision and debt write offs.
- 4.24 Planning Service – increased underspend of £197,000 – This is through additional planning fee income and reduced requirement of provision for a planning appeal after meeting with the Barrister.

- 4.25 Property Service – underspend of £213,000 – There is new income from the Nicholson’s centre and other smaller property savings and income increases.
- 4.26 Finance Service – increased underspend of £98,000 – through vacancies being held, movement of the Agresso upgrade to 19/20 and cancellation of a subscription.
- 4.27 ICT – increased overspend of £4,000 as a result of higher than projected software costs.
- 4.28 **Revenue Budget**

**Table 2: Revenue budget movement**

<b>Service expenditure budget reported to March cabinet</b>	<b>£79,200,000</b>
Redundancy	£199,000
Communication printing costs	£23,000
<b>Service expenditure budget this month, see Appendix C</b>	<b>£79,422,000</b>

**Cash balances projection**

- 4.29 Throughout the year the council’s cash balances have been revised, Appendix C shows the twelve monthly capital cash flow which is based on the assumptions contained in the 2018-19 budget report.

**Provision for Redundancy**

- 4.30 In May 2018 the provision for redundancy in 2018-19 was set at £493,000 based on the known redundancies at that time. To date redundancy costs of £762,000 have been incurred in 2018-19 which is £269,000 more than anticipated at the start of the year.

- 4.31 It is now estimated that a provision of £460,000 is required to cover the known redundancies in 2019-20 as advised by HR. An increase to the provision of £585,000 has therefore been included in this finance update.

- 4.32 This provision is funded from the general fund reserves as reflected in Appendix A.

**4.33 Non service variances**

The £2,033,000 variance on business rates income has increased by £533,000 following the reconciliation of the 2017-18 section 31 grants, we have received more than expected from MHCLG during 2018-19. There is a requirement to increase the bad debt provision by £178,000. As a result of borrowing less during the year borrowing costs are lower than predicted resulting in an interest on balances saving of £150,000. A historical leisure VAT claim has resulted in one off additional income of £31,000. These movements result in £536,000 of net additional income for 2018-19 as reported in Appendix A.

**4.34 Capital Programme**

The approved 2018-19 capital estimate is £87,455,000, see table 3. The provisional outturn for the financial year is £52,025,000, see table 4 for capital programme status, with further information in Appendices D - F.

**Table 3: Capital outturn**

	<b>Exp.</b>	<b>Inc.</b>	<b>Net</b>
<b>Approved estimate</b>	£87,455,000	(£22,439,000)	£65,016,000
Variances identified	(£1,645,000)	£668,000	(£977,000)
Slippage to 2019-20	(33,785,000)	£7,158,000	(£27,134,000)
<b>Projected Outturn 2018-19</b>	£52,025,000	(£14,613,000)	£37,412,000

**Table 4: Capital programme status**

	<b>March 2018</b>
<b>Number of schemes in programme</b>	<b>282</b>
Yet to start	5%
In progress	44%
Completed	30%
Ongoing programmes e.g. Disabled Facilities Grant	21%
Devolved formula capital grant schemes budgets devolved to schools	0%

**Business rates**

- 4.35 Business rate income at the end of February 19 was 95.4% against a target of 95%. The annual collection target for 2018-19 is 98.8%.
- 4.36 To date, business rate revaluation support to the value of £281,162 (85.4%) has been awarded from a total resource of £329,000.

**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**

No changes reported during this period.

**7 POTENTIAL IMPACTS**

- 7.1 None.

**8 CONSULTATION**

- 8.1 Overview & Scrutiny will review the report prior to Cabinet. Those comments will be reported to Cabinet.

**9 TIMETABLE FOR IMPLEMENTATION**

- 9.1 Implementation date if not called in: immediately.

**10 APPENDICES**

10.1 There are seven appendices to the report:

- Appendix A Revenue Monitoring Statement
- Appendix B Revenue movement statement
- Appendix C 12 month cash flow
- Appendix D Capital budget summary
- Appendix E Capital monitoring report
- Appendix F Major capital scheme progress
- Appendix G Revenues and Benefits pressure

## 11 BACKGROUND DOCUMENTS

The background document relating to this report is detailed below. Budget Report to Council February 2018.

## 12 CONSULTATION (MANDATORY)

<b>Name of consultee</b>	<b>Post held</b>	<b>Date issued for comment</b>	<b>Date returned with comments</b>
Cllr Saunders	Lead Member for Finance	25/3/19	
Duncan Sharkey	Managing Director	22/3/19	22/3/19
Russell O'Keefe	Executive Director	22/3/19	25/3/19
Andy Jeffs	Executive Director	22/3/19	25/3/19
Rob Stubbs	Section 151 Officer	21/3/19	22/3/19
Nikki Craig	Head of HR and Corporate Projects	22/3/19	22/3/19
Louisa Dean	Communications	22/3/19	
Hilary Hall	Deputy Director Strategy and Commissioning	22/3/19	25/3/19

## REPORT HISTORY

<b>Decision type:</b>	<b>Urgency item?</b>	<b>To Follow item?</b>
For information	No	No
Report Author: Ruth Watkins, Senior Finance and Accountancy Lead, 01628 793504.		

## Revenue Monitoring Statement 2018/19 for April 2019 Cabinet

SUMMARY	2018/19		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
Management	660	509	3
Communications & Marketing	412	508	194
Human Resources	883	1,019	275
Law & Governance	2,350	1,944	80
Commissioning & Support	3,872	3,876	(395)
Commissioning - Communities	8,182	7,934	1,644
AfC Contract - Children's Services	21,356	20,901	3,427
AfC Contract - Dedicated Schools Grant	12,196	11,466	117
Children's Services - Retained	(2,118)	(2,675)	600
Dedicated Schools Grant - Retained	50,385	51,587	(411)
Adult Social Care - Optalis Contract	29,443	29,280	210
Adult Social Care - Spend	15,461	15,853	112
Adult Social Care - Income	(10,658)	(11,599)	(433)
Better Care Fund	12,033	12,103	0
Public Health	4,780	4,782	0
Grant Income	(78,166)	(78,706)	295
Budget Extracted in Year	0	2,581	(2,581)
<b>Total Managing Director's Directorate</b>	<b>71,071</b>	<b>71,363</b>	<b>3,137</b>
Executive Director of Communities	229	193	0
Revenues & Benefits	(109)	(81)	1,283
Communities, Enforcement & Partnerships	732	719	462
Library & Resident Services	3,019	3,118	116
Budget Extracted in Year	0	496	(496)
<b>Total Communities Directorate</b>	<b>3,871</b>	<b>4,445</b>	<b>1,365</b>
Executive Director of Place	298	279	1
Housing	1,370	1,462	327
Planning Service	1,344	1,380	(287)
Property Service	(2,577)	(2,660)	(213)
Finance	1,269	1,285	(166)
ICT	1,133	1,757	41
Budget Extracted in Year	0	111	(111)
<b>Total Place Directorate</b>	<b>2,837</b>	<b>3,614</b>	<b>(408)</b>
<b>TOTAL EXPENDITURE</b>	<b>77,779</b>	<b>79,422</b>	<b>4,094</b>

## Revenue Monitoring Statement 2018/19 for April 2019 Cabinet

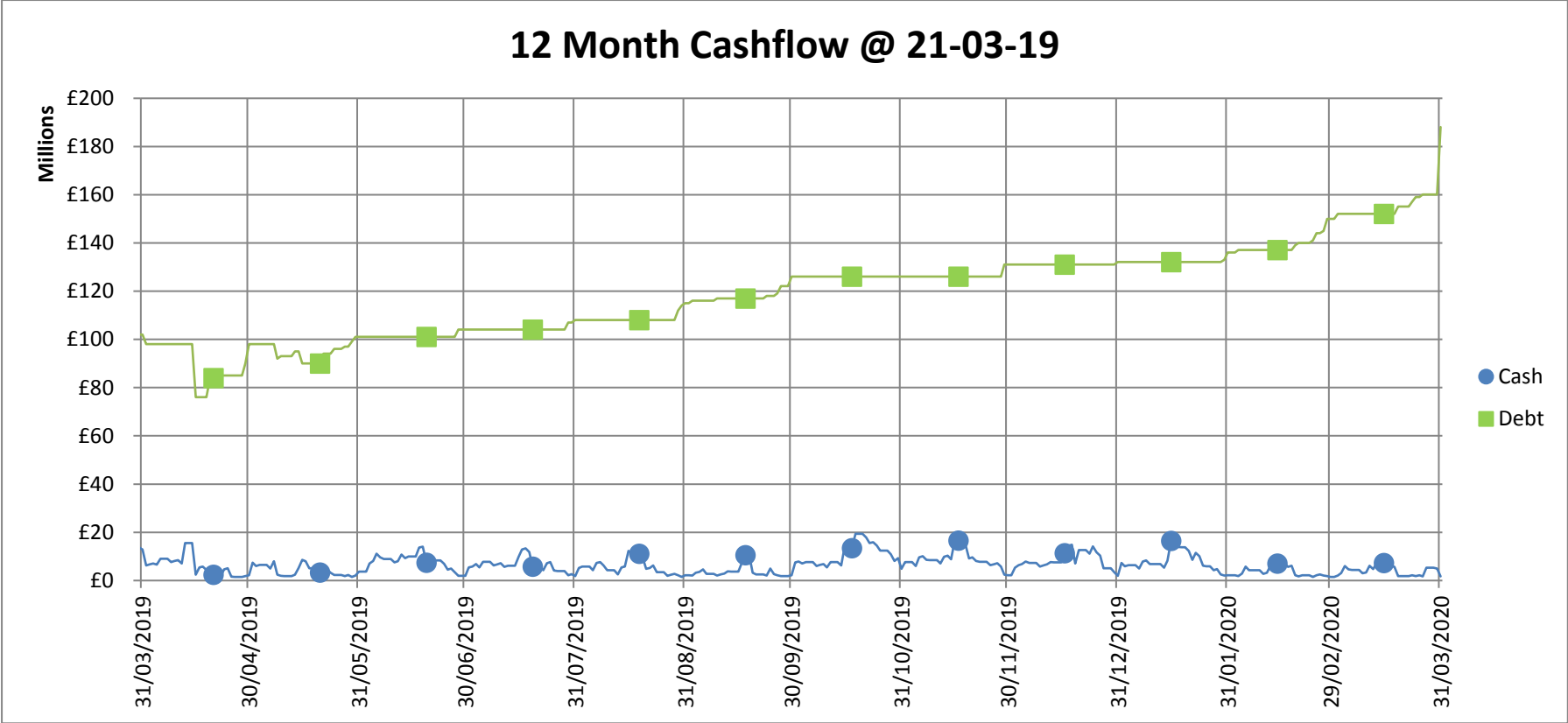
SUMMARY	2018/19		
	Budget	Approved Estimate	Projected Variance
	£000	£000	£000
<b>Total Service Expenditure</b>	<b>77,779</b>	<b>79,422</b>	<b>4,094</b>
Contribution to / (from) Development Fund	5	5	0
Pensions deficit recovery	2,428	3,176	0
Pay reward	500	(6)	0
Transfer from Provision for Redundancy	0	(762)	0
Transfer to Provision for Redundancy	0	585	0
Increase / (Decrease) to provision for bad debt	0	0	178
Environment Agency levy	156	156	0
Royal Weddings 2018/19	0	130	0
Income resulting from VAT claim	0	0	(31)
Variance on Business Rates income	0	(2,893)	(2,033)
Capital Financing inc Interest Receipts	5,523	5,523	(150)
<b>NET REQUIREMENTS</b>	<b>86,391</b>	<b>85,336</b>	<b>2,058</b>
Less - Special Expenses	(1,047)	(1,047)	0
Transfer to / (from) balances	0	1,055	(2,058)
<b>GROSS COUNCIL TAX REQUIREMENT</b>	<b>85,344</b>	<b>85,344</b>	<b>0</b>
<b>General Fund</b>			
Opening Balance		8,925	9,980
			0
Transfers to / (from) balances		1,055	(2,058)
<b>Projected General Fund outturn</b>		<b>9,980</b>	<b>7,922</b>

Revenue Monitoring Statement 2018/19					
	Funded by the General Fund (1)	Funded by Provision (2)	Included in the original budget (4)	Total	Approval
	£'000	£'000	£'000	£'000	
<b>Original Budget</b>				<b>77,779</b>	
1 Empty homes supplementary	32			32	May 2018 Cabinet
2 RBFRS Inspections	130			130	May 2018 Cabinet
3 Pay Reward			561	561	Feb 2018 Cabinet
4 Early retirement		36		36	Jun 2018 cabinet
5 Severance pay		65		65	Jun 2018 cabinet
6 Heathrow judicial review	100			100	July 2018 cabinet
7 Severance Pay & Early Retirement		349		349	August 2018 cabinet
8 Optalis Redundancy payment		3		3	Optalis/RBWM meeting
10 Redundancy payments		16		16	December 2018 cabinet
11 Redundancy payments		41		41	January 2019 Cabinet
12 Redundancy payments		53		53	January 2019 Cabinet
13 Managing Director recruitment	35			35	January 2019 Cabinet
14 Communications printing costs	23			23	Head of Finance
15 Redundancy payments		42		42	November 2018 cabinet
16 Redundancy payments		13		13	November 2018 cabinet
17 Redundancy payments		144		144	November 2018 cabinet
<b>Changes Approved</b>	<b>320</b>	<b>762</b>	<b>561</b>	<b>1,643</b>	
<b>Approved Estimate April 2019 Cabinet</b>				<b>79,422</b>	

**NOTES**

- 1 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 1 are funded by the General Fund.
- 2 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 2 are redundancy costs funded by the provision for redundancy.
- 3 When additional budget is approved, a funding source is agreed with the Lead Member of Finance. Transactions in column 3 have been funded from a usable reserve (Capital Fund).
- 4 Transactions in column 3 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 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	2018/19 Original Budget			New Schemes – 2018/19 Approved Estimate			Schemes Approved in Prior Years			Projections – Gross Expenditure				
	Gross	Income	Net	Gross	Income	Net	Gross	Income	Net	2018/19 Projected	2018/19 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)	(%)
<b>Communities Directorate</b>														
Revenues & Benefits	0	0	0	0	0	0	69	0	69	0	69	69	0	
Communities, Enforcement & Partnerships	3,098	(635)	2,463	8,533	(720)	7,813	4,366	(1,597)	2,769	9,224	3,701	12,925	26	1%
Library & Resident Services	435	0	435	820	(1)	819	900	(141)	759	954	837	1,791	71	16%
<b>Total Communities Directorate</b>	<b>3,533</b>	<b>(635)</b>	<b>2,898</b>	<b>9,353</b>	<b>(721)</b>	<b>8,632</b>	<b>5,335</b>	<b>(1,738)</b>	<b>3,597</b>	<b>10,178</b>	<b>4,607</b>	<b>14,785</b>	<b>97</b>	<b>0</b>
<b>Place Directorate</b>														
ICT	360	0	360	429	0	429	38	0	38	328	139	467	0	0%
Property	1,045	0	1,045	20,873	(244)	20,629	8,566	(282)	8,284	15,629	14,062	29,691	252	24%
Housing	0	0	0	24	0	24	881	(856)	25	519	381	900	(5)	
Planning	1,010	(50)	960	1,557	(597)	960	468	(185)	283	351	1,673	2,024	(1)	0%
<b>Total Place Directorate</b>	<b>2,415</b>	<b>(50)</b>	<b>2,365</b>	<b>22,883</b>	<b>(841)</b>	<b>22,042</b>	<b>9,953</b>	<b>(1,323)</b>	<b>8,630</b>	<b>16,827</b>	<b>16,255</b>	<b>33,082</b>	<b>246</b>	<b>0</b>
<b>Managing Director</b>														
Human Resources	0	0	0	0	0	0	64	0	64	33	15	48	(16)	
Adult Social Care	0	0	0	85	(85)	0	6	(6)	0	35	10	45	(46)	
Commissioning – Communities	7,006	(4,543)	2,463	9,071	(5,723)	3,348	3,936	(1,570)	2,366	10,612	2,383	12,995	(12)	0%
Law and Governance	0	0	0	63	0	63	26	0	26	85	10	95	6	
Green Spaces & Parks	333	(163)	170	345	(135)	210	211	(118)	93	358	213	571	15	5%
Non Schools	246	(46)	200	289	(69)	220	261	(146)	115	281	271	552	2	1%
Schools – Non Devolved	4,025	(875)	3,150	4,093	(943)	3,150	20,494	(8,034)	12,460	13,368	9,284	22,652	(1,935)	-48%
Schools – Devolved Capital	197	(197)	0	542	(542)	0	445	(445)	0	248	737	985	(2)	-1%
<b>Total Managing Director</b>	<b>11,807</b>	<b>(5,824)</b>	<b>5,983</b>	<b>14,488</b>	<b>(7,497)</b>	<b>6,991</b>	<b>25,443</b>	<b>(10,319)</b>	<b>15,124</b>	<b>25,020</b>	<b>12,923</b>	<b>37,943</b>	<b>(1,988)</b>	<b>(0)</b>
<b>Total Committed Schemes</b>	<b>17,755</b>	<b>(6,509)</b>	<b>11,246</b>	<b>46,724</b>	<b>(9,059)</b>	<b>37,665</b>	<b>40,731</b>	<b>(13,380)</b>	<b>27,351</b>	<b>52,025</b>	<b>33,785</b>	<b>85,810</b>	<b>(1,645)</b>	<b>0</b>

<b>Portfolio Total</b>	(£'000)	<b>17,755</b>	(£'000)	<b>87,455</b>	(£'000)	<b>52,025</b>
<b>External Funding</b>						
Government Grants	(5,060)		(15,410)		(11,815)	
Developers' Contributions	(674)		(4,078)		(2,722)	
Other Contributions	(775)		(2,951)		(76)	
<b>Total External Funding Sources</b>	<b>(6,509)</b>		<b>(22,439)</b>		<b>(14,613)</b>	
<b>Total Corporate Funding</b>		<b>11,246</b>		<b>65,016</b>		<b>37,412</b>

## Capital Monitoring Report - Provisional Outturn 2018/19

At 31 March 2019, the approved estimate stood at £87.455m

	Exp	Inc	Net
	£'000	£'000	£'000
Approved Estimate	87,455	(22,439)	65,016
Variances identified	(1,645)	668	(977)
Slippage to 2019/20	(33,785)	7,158	(26,627)
Provisional Outturn 2018/19	52,025	(14,613)	37,412

## Overall Projected Expenditure and Slippage

Provisional outturn for the financial year is £52.025m

Variances are reported as follows.

<b>Communities, Enforcement &amp; Partnerships</b>				
CV27	Properties for Homeless Residents	2	0	2
CX29	Windsor Coach Park Bridge-Canopy, Resurfacing 14/5	(5)	0	(5)
CV09	Superfast Broadband in Berkshire	20	0	20
CV13	Economic Development	(20)	20	0
CV12	Alexandra Gardens Entrances 2015-16	39	0	39
CV16	Love Your Neighbourhood Scheme	1	0	1
CV26	P&OS - Deerswood Wildlife Area	1	0	1
CV36	Ockwells Park-Thriftwood Scheme & Bridge	(24)	0	(24)
CZ00	Bath Island-Electrical works	16	0	16
CZ49	Playing Pitch Improvements, Ascot United Football	1	(1)	0
C291	Ascot War Horse memorial	30	(30)	0
CT52	Disabled Facilities Grant	(19)	19	0
CKVT	Marlow Rd Youth Centre Roofing & Maintenance Work	(16)	0	(16)
<b>Library &amp; Resident Services</b>				
CC36	CSC Telephony Upgrade	46	0	46
CC37	Town Hall Reception Refurbishment	5	0	5
CC39	Old Court, Windsor Repairs	19	0	19
CLC3	Sculpture Project - Danny Lane 2016-17	(15)	15	0
CP82	Mhead Lib-Small Pwr Rewire Gnd/1st Floors 15/16	16	0	16
<b>Property</b>				
CM49	JV-York Rd, West St, Reform Rd, St Clouds Way	146	0	146
CX28	Ray Mill Road Residential Development	30	0	30
CI21	Windsor Office Accommodation	75	0	75
<b>Housing</b>				
CT29	Low Cost Housing (S106 Funding)	(5)	5	0
<b>ICT</b>				
CC18	Del Diff - Develop Intranet/Collaborative Software	(3)	0	(3)
CC20	Del Diff - Application Packaging	(1)	0	(1)
CC26	Secure File and Info Exchange Solution 2017-2018	4	0	4
CP03	Purchase of PCs	1	0	1
<b>Human Resources</b>				
CK90	A/C Phones & Signage	(17)	0	(17)
CN76	ITrent Development	1	0	1
<b>Adult Social Care</b>				
CT57	Care Homes Reconfiguration	(46)	46	0
<b>Commissioning - Communities</b>				
CB96	Stafferton Way Link Road 2014-16	82	0	82
CB99	Moorbridge Road Gateway 2014/15	(50)	0	(50)
CC25	M4 Smart Motorway	(10)	0	(10)
CC29	Footbridge, The Green, Bisham-Raise Level-Flood Pr	(75)	0	(75)
CC43	Additional CCTV at 3 MS Car Parks	(22)	0	(22)
CC50	Cox Green Road/Brill Close/Norveys Drive Drainage	1	0	1
CC52	Clewer & Dedworth Neighbourhood Improvements	56	0	56
CC67	Replacement Payment Equipment for Car Parks	(98)	98	0
CD01	LTP Feasibility Studies/Investigation/Develop	10	0	10
CD16	Traffic Signal Removal	38	0	38
CD27	Cycling Capital Programme	(26)	0	(26)
CD28	School Cycle / Scooter Parking	(17)	0	(17)
CD34	Winter Service Community Facilities	98	(98)	0
CD37	Car Park Improvements	25	0	25
CD39	Decriminalised Parking Enforcement Review	2	0	2
CD48	Refuse and Recycling Bins-Replacement	65	0	65
CD55	Virtual Message Signs - Windsor 2015-16	(2)	0	(2)
CD74	Footways-Assessments	1	0	1
CD76	Bus Stop Waiting Areas	(10)	0	(10)
CD77	Real-Time Bus Information Improvements	(18)	0	(18)
CD80	Grenfell Road-Off-Street Parking	(59)	0	(59)
CD81	Traffic Management & Parking-Sunninghill Imprmnts	(82)	0	(82)
CD82	Intelligent Traffic System-Maintenance & Renewal	29	0	29
CD83	Traffic Signal Review	53	0	53
CD86	Vicus Way & Tinkers Lane - Site Works	(2)	0	(2)
CE64	Additional Parking Provision for Windsor	(1)	1	0
<b>Green Spaces &amp; Parks</b>				
CV58	Grenfell Park Northern Access	12	(12)	0
CV03	Parks Improvements	2	0	2
CV30	Play Areas - Replacement Equipment	2	0	2
<b>Law and Governance</b>				
CY19	Legal Case Management System	6	0	6
<b>Non Schools</b>				
CKVH	2Yr old capital entitlement	(1)	1	0
CKVL	Hurley Canoe Centre Storage Facility	(1)	1	0
CKVU	Pinkneys Green Youth Centre Roofing Repairs	3	0	3
<b>Schools - Non Devolved</b>				
CSDQ	Urgent Safety Works Various Schools	(14)	14	0
CSEV	All Saints Primary Expansion	(1)	1	0
CSFC	Ascot Primaries Feasibilities-2015-16	(236)	236	0
CSFQ	Eton Wick kitchen 2015-16	(7)	7	0
CSGK	Alexander First school Roof-2015-16	(3)	3	0
CSGP	Trinity St Stephen Kitchen Refurbishment	(2)	0	(2)
CSGR	Charters Expansion	(850)	123	(727)
CSGT	Windsor Boys Expansion	(144)	2	(142)
CSGV	Cox Green School Expansion Year 1 of 3	(500)	119	(381)
CSHA	Woodlands Park School Internal Remodelling	14	0	14
CSHB	Furze Platt Junior School - Hall Extension	(26)	26	0
CSHM	All Saints Junior School Boiler Replacement	(4)	4	0
CSHP	Wraybury school - Staffroom Extension	(50)	0	(50)
CSHV	Lowbrook Expansion	(50)	0	(50)
CSHX	Newlands Girls School	(1)	0	(1)
CSJC	King's Court School Heating System	3	1	4
CSJE	Eton Wick School Boiler and Heating Replacement	1	(1)	0
CSJK	Riverside Double Classroom	(18)	18	0
CSJN	Homer School - Electrical Re-Wire	(50)	50	0
		(1,645)	668	(977)

Additional slippage this month is reported as follows.

Slippage reported last month	(23,125)	1,666	(21,459)
<b>Revenues &amp; Benefits</b>			
CN98 Delivery of Debt Enforcement	(69)	0	(69) Ongoing scheme in line with scheduled programme of works
<b>Communities, Enforcement &amp; Partnerships</b>			
CC47 CCTV Replacement	(775)	0	(775) Contract retentions and final phased payments
CC60 Hostile Vehicle Mitigation Measures for Windsor	(941)	908	(33) Delayed implementation to reflect Cabinet report in September 18
CC63 Major Incident Resource Kit	(4)	0	(4) Second phase of equipment purchase phased for 2019
CD46 Alley Casing	(2)	0	(2) No renewals falling in 2019-19
CD47 Replace DPO's with Public Space PO Signage	(2)	0	(2) Three year review underway. Revised / renewed signage will be replaced in April 2019
CD56 Night Time Economy Enforcement Equipment	1	0	1 Revised working and business processes
CD85 Enforcement Services-Mobile Phone Replacement	1	0	1 Revised working and business processes
CE07 Digitalisation-Environmental Health Documentation	(13)	0	(13) Revised working and business processes
CE08 Air Quality Monitoring	(9)	9	0 Reflects phased draw down of S106 funds for this specific purpose over 6 years
CI22 Tree Planting & Maintenance	(63)	0	(63) Ongoing annual maintenance for previous years' planting
CKVT Marlow Rd Youth Centre Roofing & Maintenance Work	(11)	0	(11) Final slippage
CLC8 Paintings Collection Conservation	(2)	0	(2) Ongoing programme of conservation works
CV12 Alexandra Gardens Entrances 2015-16	15	0	15 Reflecting works scheduled in line with gardens profile
CV21 New Power Points-High Street Events	(6)	0	(6) Scheme delivery scheduled 2019
CV22 New Power Points-Ascot High Street Events	(5)	0	(5) Additional power points and delayed installation
CV28 Braywick/Oldfield Bridge Scheme	(86)	86	0 Contract retentions and works profile
CV29 Shurlock Row - Communities Open Space	(52)	0	(52) Scheme delivery scheduled 2019
CV35 WLC-Replacement of Flumes	47	0	47 Main slide replacement by 1 year to reflect maximum life and enable design development 0 with suppliers and centre contract management to ensure optimum designs.
CV36 Ockwells Park-Thriftwood Scheme & Bridge	(19)	0	(19) Final slippage
CX29 Windsor Coach Park Bridge-Canopy, Resurfacing 14/5	10	0	10 Final slippage
CY03 Energy Savings Initiative	(0)	0	(0) Slippage to 19/20 re Brawwick Leisure and York House developments
CY07 Challenge Prize Scheme	(3)	0	(3) Funding to be allocated to supporting outstanding project activity
CY12 Social Enterprise Grant	(11)	0	(11) Reflecting application in year for qualifying SEG
CY13 Economic Development	(2)	2	0 Delayed use to reflect vacant posts
CY14 Community Engagement Programmes	(0)	0	(15) Funding to be allocated to supporting outstanding project activity
CZ18 Brawwick Leisure Centre	334	0	334 Reverse slippage from 2019/20 in line with programme of works
CZ42 Leisure Centres-Annual Programme & Equipment	(81)	0	(81) Ongoing annual programme of work scheduled for delivery 2019
CZ44 Charters & Oaks L.C. Project	(259)	0	(259) Ongoing scheme in line with scheduled programme of works
CZ49 Playing Pitch Improvements, Ascot United Football	(60)	60	0 Slippage arising from redesign of scheme to accommodate funding available
<b>Library &amp; Resident Services</b>			
CC15 Del Diff - Imp and Intro of SS at Datchet Library	(17)	0	(17) Slippage to 19/20
CC16 Del Diff - Imp & Prov of SS at Eton Library	(29)	0	(29) Slippage to 19/20
CC22 Del Diff - Digitisation of Historic Registers	1	0	1 Reverse slippage to reflect outcome
CC23 New Container Library	(87)	0	(87) Slippage to 19/20
CC45 Annual IT Replacement Budget for L&RS	(15)	0	(15) Slippage to 19/20
CC53 Contact Centre - Ventilation & Back-up Generator	(106)	0	(106) Slippage to 19/20
CC65 Refurbishment Mhead, Windsor, Ascot, Eton Libs	(148)	0	(148) Slippage to 19/20
CC68 Royal Borough Ambassador Equipment	(8)	0	(8) Slippage to 19/20
CL87 Old Windsor Library-Extension	(139)	12	(127) Slippage to 19/20
CL82 Sunninghill Library 15/16 Lease Repairs	14	0	14 Reverse slippage to reflect outcome
LB84 Maidenhead Library - New Kiosks - 2016-17	(1)	0	(1) Slippage to 19/20
CLB6 Digitisation of Museum collection 2016-17	(29)	29	0 Slippage to 19/20
CLB8 Improvements at Cokham Library 2016-17	(4)	0	(4) Slippage to 19/20
CLB9 Windsor Riverside Esplanade Revival 2016-17	10	0	10 Reverse slippage to reflect outcome
CLC2 Feasibility for Joint Museum Store 2016-17	(24)	24	0 Slippage to 19/20
CLC5 Heritage Education Space Old Windsor 2016-17	(20)	20	0 Slippage to 19/20
CYKH York House - Customer Services	(23)	0	(23) Slippage to 19/20
CZ77 P&OS-WW1 & MC800 Commemoration Prjs (2014/15)	(6)	0	(6) Slippage to 19/20
CZ95 Museum Improvements Programme 2015-16	(7)	4	(3) Slippage to 19/20
CZ96 Berkshire Records Office 2015-16	(7)	7	0 Slippage to 19/20
CZ97 Arts in the Parks 2015-16	(1)	1	0 Slippage to 19/20
CZ98 Heritage Garden Signage	(4)	0	(4) Slippage to 19/20
<b>Commissioning - Communities</b>			
CC25 M4 Smart Motorway	2	0	2 Anticipated Slippage into 2019/20
CC48 Chobham Road, Sunningdale Parking Road Safety Impr	(86)	0	(86) Scheme on site, to be completed shortly
CC49 Courthouse Rd/S1 Marks Junction and Pedestrian	(32)	0	(32) Scheme on site, to be completed shortly
CC50 Cox Green Road/Brit Close/Norwys Drive Drainage	(18)	0	(18) Report being finalised
CC51 Datchet Barrel Arch Drainage Repairs	(60)	0	(60) Report being finalised
CC54 Electric Vehicle Charging Points-Pilot	(85)	60	(25) Ongoing scheme to be completed in early 2019/20
CC61 Local Flood Risk Management Strategy Review	(1)	1	0 Ongoing scheme to be completed in early 2019/20
CC62 Maidenhead Missing Links (LEP Match Funded)	83	511	603 Anticipated Slippage into 2019/20
CC67 Replacement Payment Schemes for Car Parks	(0)	260	560 Scheme slippage due to delay in procuring equipment
CC70 Street Cleansing Maidenhead Town Centre	(8)	0	(8) Works pending and will be completed early 2019/20
CC73 Wessex Way Highway Drainage - Feasibility	(14)	0	(14) Ongoing scheme to be completed in early 2019/20
CC88 Junction works -Dedworth Rd/Hatch Ln/Pasonage Ln	30	0	30 Reverse slip - works bought forward to 2018/19
CC90 Boulton's Lock Car Park Extension	30	0	30 Reverse slip - works bought forward to 2019/20
CD13 Bridge Assessments	(22)	0	(22) Ongoing assessments
CD14 Bridge Parapet Improvement Works	(49)	49	0 Ongoing routine bridge works to be completed in early 2019/20
CD17 Replacement Street Lighting	(42)	42	0 Column replacement programme ongoing
CD22 Safer Routes to School	(44)	0	(44) Safer roads programme ongoing
CD23 Local Safety Schemes	(113)	4	(109) Schemes late onsite due to consultation, due to be completed early 2019/20
CD27 Cycling Capital Programme	(30)	20	(10) Ongoing schemes to be completed in early 2019/20
CD28 School Cycle / Scooter Parking	(30)	0	(30) Ongoing schemes to be completed in early 2019/20
CD32 Veroe Parking Measures	(43)	0	(43) Schemes late onsite due to consultation, due to be completed early 2019/20
CD42 Maidenhead Station Interchange & Car Park	(180)	(0)	(180) Anticipated Slippage into 2019/20
CD72 Preliminary Flood Risk-Assessments	(33)	33	0 Works ongoing, due to be completed in early 2019/20
CD73 Replacement Highway Drain-Waltham Rd,White Waltham	(34)	34	0 Ongoing scheme to be completed in early 2019/20
CD74 Footways-Assessments	(3)	0	(3) Work completed, awaiting final billing
CD75 Bus Stop Accessibility	(12)	12	0 Adjustment to previous slippage - revised business case
CD77 Real-Time Bus Information Improvements	(26)	0	(26) Ongoing schemes to be completed in early 2019/20
CD78 PAVE Dedworth	(70)	0	(70) Scheme in preliminary stages
CD79 A329 London Rd/B383 Roundabout-Scheme Development	(316)	0	(316) Scheme in preliminary stages
CD80 Grenfell Road-Off-Street Parking	(80)	0	(80) Scheme consulted, due to be completed in early 2019/20
CD84 Street Lighting LED Upgrades	(7)	0	(7) Work completed, awaiting final billing
CD86 Vicus Way & Tinkers Lane - Site Works	532	0	532 Reverse slip - works brought forward to 2018/19
CE64 Additional Parking Provision for Windsor	(32)	32	0 Some final billing to come through in 2019/20
CF04 Pelican Crossing at Eton Wick	10	0	10 Reverse slip - works brought forward to 2018/19
CF08 Ray Mill Island Access Works	(40)	0	(40) Works in preliminary stages
CF09 Maidenhead Local Plan Site Works	60	0	60 Reverse slip - works brought forward to 2019/20
<b>Non Schools</b>			
CKVH 2Yr old capital entitlement	(6)	6	0 Slippage to 2019/20
CKVL Hurley Canoe Centre Storage Facility	(35)	35	0 Slippage to 2019/20
CKVM Youth Centre upgrades-2015-16	(4)	4	0 Slippage to 2019/20
CKVN IT Software upgrades-2015-16	(30)	30	0 Slippage to 2019/20
CKVP Children's Centres buildings-2015-16	(9)	0	(9) Slippage to 2019/20
CKVR Youth Centres Modernisation Programme	(79)	79	0 Slippage to 2019/20
CKVX Pinkneys Green Storage Facility	(7)	7	0 Slippage to 2019/20
CKVY Youth Voice Youth Choice	(14)	0	(14) Approval to slip to 2019-20 as scheme started mid year
CM60 Grants - Outside Organisations	(87)	0	(87) Costs to come through in 2019/20
<b>Schools-Non Devolved</b>			
CSDQ Urgent Safety Works Various Schools	(25)	25	0 Slippage to 2019/20
CSEX Feasibility/Survey Costs	(136)	116	(20) Slippage to 2019/20
CSFB Secondary & middle sch., Expans. Feasibil. 2015-16	(39)	39	0 Slippage to 2019/20
CSFC Ascot Primaries Feasibilities-2015-16	(140)	140	0 Slippage to 2019/20
CSFD Trevelyan class sizes Phase 2 - 2015-16	(41)	41	0 Slippage to 2019/20
CSFF School Kitchens	(2)	2	0 Slippage to 2019/20
CSGR Charters Expansion	(96)	96	0 Slippage to 2019/20
CSGV Cox Green School Expansion Year 1 of 3	(111)	0	(111) Slippage to 2019/20
CSGN Furze Platt Senior expansion Year 1 of 3	(1,532)	127	(1,405) Slippage to 2019/20
CSGX Dedworth Middle School Expansion Year 1 of 3	(243)	398	155 Slippage to 2019/20
CSHP Wraybury school - Staffroom Extension	(17)	0	(17) Slippage to 2019/20
CSHU Windsor Girls Expansion	(40)	40	0 Reverse Slippage as required this Financial year 2018-19
CSHV Lowbrook Expansion	(31)	0	(31) Slippage to 2019/20
CSHW Secondary Expansions Risk Contingency	(455)	0	(455) Slippage to 2019/20
CSHX Newlands Girls School	(41)	45	3 Slippage to 2019/20
CSHY Furze Platt Infant School Boiler Replacement	(2)	2	0 Slippage to 2019/20
CSJB Roofing Replacement at Various Schools	(105)	74	(31) Slippage to 2019/20
CSJD Wessex Primary School Heating	(38)	0	(38) Slippage to 2019/20
CSJF Structural Works at Various Schools	(9)	9	0 Slippage to 2019/20
CSJJ Replacement and Repair of Windows Various Schools	(71)	71	0 Slippage to 2019/20
CSJL Courthouse Junior School Drainage Renovation Work	(19)	19	0 Slippage to 2019/20
CSJM Primary School Paths and Access Routes	8	(8)	0 Reverse slip from 2019-20 as required this yr 2018/19
CSJR Works to explore expansions for all Schools	(125)	0	(125) Slippage to 2019/20
CSJT Hilltop Water Supply Pipework	(3)	3	0 Slippage to 2019/20
CSJU Wessex Primary Boiler Replacement	(100)	80	(20) Slippage to 2019/20
CSJV Homer First School Boilers Replacement	19	(19)	0 Reverse slip from 2019-20 as needed this year 2018-19

Schools-Devolved Capital					
CJ77	Budget Only NDS Devolved Capital	(710)	710	0	2018-19 year end balance to carry f/wd to 2019-20
CSDK	S106 Academies and other LEA's	(27)	27	0	Slippage to 2019/20
Democratic Representation					
CY10	Green Redeem Scheme	(6)	0	(6)	Slippage to 19/20
CY16	Participatory Budgeting	(4)	0	(4)	Slippage to 19/20
Green Spaces and Parks					
CC13	North Town Moor Open Space-Car Park Improvements	(1)	1	0	Finalising works and awaiting final bills in early 2019/20.
CC28	Ockwells Park Extension - Phase 1	(7)	0	(7)	Finalising works and awaiting final bills in early 2019/20.
CC44	Allotments Windsor & Maidenhead	(15)	15	(0)	Finalising works and awaiting final bills in early 2019/20.
CC64	Prevention of Unauthorised Encampments	(42)	0	(42)	Finalising works and awaiting final bills in early 2019/20.
CC77	Purchase of Land-Cooles Meadow, Eton Wick	(36)	0	(36)	Payment being processed, expect to finalise in 2019/20.
CC82	Braywick Compound Works	8	(8)	0	Reverse slippage required
CLC9	Nicholas Winton Memorial	(14)	0	(14)	Works have started, due to be completed in early 2019/20
CP94	P&OS-Dedworth Manor All Weather Pitch	(92)	92	0	Works to be carried out in 2019/20
CZ75	P&OS-Allens Field Improvements Ph 2 (2014/15)	(14)	14	0	Finalising works and awaiting final bills in early 2019/20.
Technology & Change Delivery					
CN00	Key Systems Infrastructure & Hardware Upgrades	34	0	34	Adjusted slippage due to revised cost estimate
CN26	Gazetteer System	(1)	0	(1)	Ongoing programme of works - Desktop refresh
Property					
CC40	Borough Parking Provision 2017/20	(187)	0	(187)	Scheme will be delivered 2018/19 in line with scheduled programme of works
CC78	Vicus Way Car Park	(814)	0	(814)	Ongoing scheme extending over financial years
CC80	Temp Parking Provision-Maidenhead Regeneration	(230)	0	(230)	Ongoing scheme extending over financial years
CI01	Acquisition of Land off Lower Cookham Rd, Mhead	(26)	0	(26)	Acquisition scheduled for 2019-20
CI14	Maidenhead Waterways Construction phase 1	199	159	358	Ongoing scheme in line with scheduled programme of works - Weir Project etc. Final slippage.
CI29	Broadway Car Park & Central House Scheme	(8)	0	(8)	Ongoing scheme extending over financial years
CI33	Clvide House	1	0	1	Awaiting approval from Procurement
CI42	Wsor Coach Park, Alexandra Gardens, Riverside-F.S.	(55)	0	(55)	Ongoing scheme in line with scheduled programme of works
CI49	Maidenhead Golf Course	(83)	0	(83)	Ongoing scheme in line with scheduled programme of works
CI58	Maidenhead Station-Development Site Negotiations	(30)	0	(30)	Ongoing scheme in line with scheduled programme of works
CN63	Guidhall - Roof Repairs (Host/Pigeon Measures)	4	0	4	Programme of works currently out to tender - will also have to honour confirmed bookings before works commence.
CX20	Ross Road - repairs & redecoration 2014-15	(16)	0	(16)	Gutter and Drainage issues have delayed scheme
CX40	Operational Estate Improvements	(149)	0	(149)	Ongoing programme of works spanning financial years
CX41	Commercial Investment Property Portfolio-Repairs	(142)	0	(142)	Ongoing programme of works spanning financial years
CX43	Affordable Housing-St Edmunds Hse Ray Mill Rd West	(145)	0	(145)	Programme of works scheduled 2018-19 & 2019-20
CX44	Affordable Housing-The Brocket, Boyn Hill Ave	(57)	0	(57)	Programme of works scheduled 2018-19 & 2019-20
CX45	Affordable Housing - 16 Ray Mill Ave East, MHead	(19)	0	(19)	Ongoing programme of works
Housing					
CT29	Low Cost Housing (S106 Funding)	(161)	161	0	Scheme ongoing
CT51	Key Worker DIYSO	(195)	195	0	Scheme ongoing
DG50	Assisted Transfer Scheme	(25)	0	(25)	Scheme ongoing
Planning					
CI32	Borough Local Plan-Examinations / Submissions	(46)	0	(46)	Scheduled programme of work 2019-20
CI47	Neighbourhood Plan-Consultation/Exams/Referendums	(260)	235	(25)	Scheme subject to further discussions re grant income
CI56	Design Quality - Planning Service	(94)	50	(44)	Ongoing programme of work 2019-20 as per funding bid
CI57	Joint Minerals and Waste Plan	(16)	0	(16)	Ongoing scheme in line with scheduled programme of works
CI59	Traveller Local Plan	(18)	0	(18)	Issues and options consultations scheduled for Jan 2019
CI63	Planning Service - Transformation Programme	(45)	0	(45)	Further transformation work programmed for 2019-20
CI65	Conservation Area Appraisals	(5)	0	(5)	Ongoing work agreed to a 3 year programme by Cabinet
CI66	Infrastructure Delivery Prog-CIL & Grant Funding	(180)	80	(100)	Ongoing programme of work re A308 Corridor study
CI67	Wider Area Growth Study	(39)	39	0	Scheme awaiting 1st report from PBA
		<u>(33,785)</u>	<u>7,158</u>	<u>(26,627)</u>	

**Overall Programme Status**

The project statistics show the following position:

Scheme progress	No.	%
Yet to Start	13	5%
In Progress	125	44%
Completed	85	30%
Ongoing Programmes e.g., Disabled Facilities Grant	58	21%
Devolved Formula Capital Grant schemes budgets devolved to schools	1	0%
<b>Total Schemes</b>	<b>282</b>	<b>100%</b>

Major Capital Scheme Progress		March 2019 @ 07/03/19																
Project	CAPITAL SCHEME	TOTAL SCHEME VALUE	2018/19			APPROVED SLIPPAGE			TOTAL BUDGET			PROJECTIONS		PROJECT STATUS				
			APPROVED ESTIMATE			FROM PRIOR YEARS			2018/19			2018/19 Projected Variance <i>Underspend as negative</i>	2019/20 SLIPPAGE Projected	Yet To Start	Preliminary / Feasibility Work	Work On-site	Ongoing Annual Programme	Expected Completion
			Gross	Income	Estimate	Gross	Income	Estimate	Gross	Income	Estimate							
		£'000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000					
<b>Communities Directorate</b>																		
<b>Communities, Enforcement &amp; Partnerships</b>																		
CT52	Disabled Facilities Grant	600	600	(600)	0	0	0	0	600	(600)	0	(19)	0					
CZ18	Braywick Leisure Centre	33,756	4,975	0	4,975	862	0	862	5,837	0	5,837	0	(334)					
CC60	Hostile Vehicle Mitigation Measures for Windsor	1,850	0	0	0	1850	(908)	942	1,850	(908)	942	0	1,691					
CC47	CCTV Replacement	1,302	1,300	0	1,300	2	0	2	1,302	0	1,302	0	925					
<b>Place Directorate</b>																		
<b>Property</b>																		
CI29	Broadway Car Park & Central House Scheme	35,313	(228)	0	(228)	2230	(140)	2090	2,002	(140)	1,862	0	408					
CI21	Windsor Office Accommodation	10,058	3,219	0	3,219	3898	(142)	3756	7,117	(142)	6,975	75	0					
CI62	Hines Meadow CP – Dilapidations	700	0	0	0	523	0	523	523	0	523	0	110					
CX40	Operational Estate Improvements	600	600	0	600	0	0	0	600	0	600	0	249					
<b>Housing</b>																		
CT55	Brill House Capital Funding	500	0	0	0	500	(500)	0	500	(500)	0	0	0					
<b>Managing Director</b>																		
<b>Schools – Non Devolved</b>																		
CSGR	Charters Expansion	4,560	380	0	380	2,556	(1,878)	678	2,936	(1,878)	1,058	(850)	96					
CSGV	Cox Green School Expansion Year 1 of 3	5,800	420	0	420	2821	(455)	2366	3,241	(455)	2,786	(500)	111					
CSGW	Furze Platt Senior expansion Year 1 of 3	8,000	750	0	750	6571	(2,033)	4538	7,321	(2,033)	5,288	0	4,532					
CSGX	Dedworth Middle School Expansion Year 1 of 3	4,700	420	0	420	3490	(1,791)	1699	3,910	(1,791)	2,119	0	513					
<b>Commissioning – Communities</b>																		
CC62	Maidenhead Missing Links (LEP Match Funded)	733	733	(633)	100	0	0	0	733	(633)	100	0	610					
CC67	Replacement Payment Equipment for Car Parks	775	775	(775)	0	0	0	0	775	(775)	0	(98)	280					
CD84	Street Lighting–LED Upgrade	5,100	0	0	0	600	0	600	600	0	600	0	7					

<b>Subject:</b>	<b>Revenues &amp; Benefits (R&amp;B) additional 2018-19 Pressure</b>
<b>Reason for briefing note:</b>	To update Cabinet on an additional R&B 2018-19 pressure
<b>Responsible officer(s):</b>	Louise Freeth, Head of R&B
<b>Senior leader sponsor:</b>	Andy Jeffs, Executive Director
<b>Date:</b>	05/04/2019

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Royal Borough  
of Windsor &  
Maidenhead**SUMMARY**

1. During the Q3 2018/19 R&B finance review an estimated new pressure above the £505,000 already declared in the region of £594,000 was identified, taking the total to £1,099,000. This was primarily related to £577,000 of Housing Benefit Subsidy and Overpayments, however, there were in addition a number of smaller items totalling a net £17,000.
2. Despite a number of actions being taken to try and mitigate this the pressure at the end of March 2019, it had increased to £1,562,000. £279,000 of this is shown in the Place Directorate as it relates to Housing Subsidy. Therefore the amount over budget shown in R&B is £1,283,000.
3. The first of the larger new pressures totalling £701,000 relates to Housing Benefit Subsidy and Overpayments. This is made up of £297,000 down to an error in the subsidy forecasting spreadsheet, where the Housing Benefit Administration Grant was shown on a separate line from April 2018, but was also included in the total Housing Benefit Subsidy to be received from the Department for Work and Pensions (DWP) line. The second of the larger pressures is £279,000, and relates to an incorrect parameter being set on the Academy Subsidy report. The balance of £126,000 relates to smaller downward movements in subsidy recovered from the DWP.
4. The third of the larger pressures is £393,000, and relates to a downward movement in the estimated Housing Benefit debtor balance due to a lower number of Housing Benefit Overpayments being raised from October to March 2019 than in previous years. The reduction in Housing Benefit Overpayments, which is positive, is down to reviews of claims being up to date, the way changes in circumstances are now reported to us by the DWP, and the move of some new claims to Universal Credit.
5. These new pressures have been partly offset by a £40,000 increase in Housing Benefit Overpayment collection, and £15,000 in additional court costs collection. Table 1 below shows the position as at 31 March 2019.

**Table 1 – New 2018/19 R&B Pressure**

<b>Item</b>	<b>Amount</b>
Reported on Planner	£505,000
Housing Subsidy Pressure (shown in Place)	£297,000
Subsidy Spreadsheet Error	£279,000
Downward movement in Subsidy	£126,000
Downward movement in Debtors	£393,000
Other Smaller new pressures	£17,000
Additional collection	(£55,000)
<b>Total 2018/19 Pressure</b>	<b>£1,562,000</b>

6. If the reduction in Housing Benefit debtors continues into 2019/20 this could create a revenue pressure in the region of £300,000 to £400,000.
7. £594,000 in growth was added to the 2019/20 revenue budget.

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

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