

Notice of Meeting

Cabinet

Councillors Simon Werner (Chair), Lynne Jones (Vice-Chair), Richard Coe, Geoff Hill, Joshua Reynolds, Catherine Del Campo, Adam Bermange, Karen Davies and Amy Tisi

Wednesday 29 November 2023 7.00 pm

Grey Room - York House - Windsor & on [RBWM YouTube](#)

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Royal Borough
of Windsor &
Maidenhead

Agenda

Part I

Item	Description	Page
1	Apologies for Absence To receive any apologies for absence.	-
2	Declarations of Interest To receive any declarations of interest from Cabinet Members.	7 - 8
3	Minutes To consider the minutes of the meeting held on Wednesday 25 October 2023.	9 - 14
4	Appointments To note and agree the following appointments: <ul style="list-style-type: none">• Rev Matthew Scott - Free Churches (representing Baptist) in Group A on SACRE.• Rachel Beaumont - Church of England in Group B on SACRE.	-
5	Forward Plan To consider the Forward Plan for the period December 2023 to March 2024 and the recommendation made by the Corporate Overview and Scrutiny Panel on Pickins Piece, Horton.	15 - 32
6	In-year Monthly Budget Update <i>Deputy Leader of the Council and Cabinet Member for Finance</i> To receive the monthly in-year budget update and: <ul style="list-style-type: none">i) To note that the forecast revenue outturn for the year is an overspend on services of £7.396m which reduces to an overspend of £3.688m when including unallocated contingency budgets and changes to funding budgets (para 4);	33 - 50

	<p>ii) To note that the Council's approach to in-year budget monitoring and management is being strengthened – as part of a wider approach to improving corporate governance at RBWM - as set out in paragraph 5.1; and</p> <p>iii) To note the forecast capital outturn is expenditure of £46.332m against a budget of £87.784m (para 10).</p>	
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Cabinet Member Reports

7	<p>EV ChargePoint Procurement</p> <p><i>Cabinet Member for Highways and Transport, Customer Service Centre & Employment</i></p> <p>To note the report and agree:</p> <p>i) Invitation to tender and tender evaluation documents for the delivery, operation and maintenance of EV chargepoints are prepared for issue through the Oxford Dynamic Purchasing System, and included in a bid for government Local EV Infrastructure funding.</p>	To Follow
8	<p>Annual update on demand for school places</p> <p><i>Cabinet Member for Children's Services, Education & Windsor</i></p> <p>To note the report and:</p> <p>i) Supports discussions around a potential bulge class at Datchet St Mary's CE Primary School for September 2025.</p> <p>ii) Delays the opening of a new primary school at Chiltern Road, Maidenhead, until at least September 2026, and requests that this be reconsidered in Autumn 2024.</p> <p>iii) Requests that further places for junior age children are provided in Maidenhead using existing spare physical capacity.</p> <p>iv) Requests that proposals for temporary reductions in Published Admission Numbers are agreed with Windsor first and middle schools, to reduce the number of projected surplus places in the town.</p> <p>v) Requests that public consultation is carried out changes to the Royal Borough's school admissions arrangements for September 2025, as set out in paragraph 5.7.</p> <p>vi) Requests that officers work with Alexander First School and the Ministry of Defence on plans to rethink education and community provision on the Broom Farm Estate in Windsor.</p> <p>vii) Requests further investigation of the potential to expand Churchmead School, in consultation with neighbouring local authorities.</p>	51 - 126
9	<p>Highway Services Contracts – Award</p> <p><i>Cabinet Member for Highways and Transport, Customer Service Centre & Employment</i></p>	127 - 142

	<p>To note the report and delegate authority to the Executive Director of Place Services in consultation with the Cabinet Member for Highways and Transport, Customer Service Centre and Employment to:</p> <p>i) Approve the appointment of the identified Preferred Bidders (See PART II – Appendix B) following a Tender process which has been undertaken by the Council for the following Highways Services Contracts:</p> <ul style="list-style-type: none"> • Lot 1 – Highways Maintenance and Capital Works • Lot 2 – Street Cleansing • Lot 3 – Highway, Transport and Bridge Professional Services • Lot 4 – Traffic Signal & ITS Maintenance <p>ii) Award the Lot 1 contract to the Preferred Bidder for an initial period of 7 years with options for two extension periods of 4 and 3 years. (7+4+3).</p> <p>iii) Award the Lot 2 contract to the Preferred Bidder for an initial period of 7 years with options for two extension periods of 4 and 3 years. (7+4+3).</p> <p>iv) Award the Lot 3 contract to the Preferred Bidder for an initial period of 7 years with options for two extension periods of 4 and 3 years. (7+4+3).</p> <p>v) Award the Lot 4 contract to the Preferred Bidder for an initial period of 7 years with options for two extension periods of 4 and 3 years. (7+4+3).</p>	
10	<p>York Road Phase I, Maidenhead</p> <p><i>Cabinet Member for Planning, Legal & Asset Management</i></p> <p>To note the report and:</p> <p>i) Approve RBWM entering into a formal contract with Countryside outside of the Development Agreement to capture the capital value from Countryside’s headlease sale as relates to the notional 4,000 sq. ft commercial floorspace.</p> <p>ii) Delegate authority to the Executive Director of Place in consultation with the Cabinet Member for Planning, Legal and Asset Management and Managing Director of the Property Company to complete the contract with Countryside.</p>	143 - 160
11	<p>Early Adoption of Fees & Charges</p> <p><i>Deputy Leader of the Council and Cabinet Member for Finance</i></p> <p>To note the report and agree:</p> <p>i) To increase fees and charges detailed at Appendix A, from 1st January 2024. This includes a wide range of fees and charges, but excludes parking.</p> <p>ii) To go out to public consultation on the proposed parking fees and charges set out at Appendix B, for 21 days, ahead of proposed</p>	161 - 208

	<p>implementation of revised fees and charges from February 2024.</p> <p>iii) Agrees that the Executive Director of Place Services in consultation with the Leader, Cabinet Member for Finance and Cabinet member for Highways and Transport, will approve revised parking fees and charges, following the end of the consultation period and analysis of the feedback; and implement these after the mandatory 28-day notice period.</p>	
12	<p>Council Tax Base 2024/25</p> <p><i>Deputy Leader of the Council and Cabinet Member for Finance</i></p> <p>To note the report and:</p> <p>i) Approve the Council Tax base for the whole of the Borough area, for 2024/25 at 69,742.5 as detailed in this report and appendices. This is a decrease of 507.7 over the 2023/24 base, a 0.72% decrease.</p> <p>ii) Note a Council Tax collection rate of 98.5% for 2024/25.</p> <p>iii) Note an estimated deficit on the Council Tax Collection Fund in 2023/24 of £0.801m of which the Council's share is £0.633m.</p>	To Follow
13	<p>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</p> <p>Agenda items 9 and 10 are supported by annexes containing exempt information as defined in Schedule 12A of the Local Government Act 1972. If Cabinet wishes to discuss the content of these annexes in detail, it may choose to move the following resolution:</p> <p>“That pursuant to Regulation 4 of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2012 and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of items 9 and 10 which involves the likely disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:</p> <p>(3) Information relating to the financial or business affairs of any particular person (including the authority holding that information).”</p>	

Part II

Cabinet Member Reports

14	Highway Services Contracts – Award To consider Appendix B & Appendix C in Part II if required.	209 - 216
15	York Road Phase I, Maidenhead To consider Appendix C & D in Part II if required.	217 - 236

By attending this meeting, participants are consenting to the audio & visual recording being permitted and acknowledge that this shall remain accessible in the public domain permanently.

Please contact Oran Norris-Browne, Oran.Norris-Browne@rbwm.gov.uk, with any special requests that you may have when attending this meeting.

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