

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. Email: democratic.services@rbwm.gov.uk

FORWARD PLAN

ITEM	Private Meeting - contains exempt/confidential information? See categories below.	Short Description	Key Decision, Council or other?	REPORTING MEMBER (to whom representations should be made)	REPORTING OFFICER / DIRECTOR (to whom representations should be made)	Consultation (please specify consultees, dates (to and from) and form of consultation), including other meetings	Date and name of meeting	Date of Council decision (if required)
November In-Year Monthly Budget Update	Open -	A monthly report to provide an update on the Council's finances.	No	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Lynne Jones)	Andrew Vallance, Elizabeth Griffiths	Internal	Cabinet 29 Nov 2023	
Early Adoption of Fees & Charges	Open -	To discuss the early adoption of fees & charges that were to be included within the Draft Budget 24/25. However, the Drfat Budget 24/25 will now be considered at December's Cabinet.	Yes	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Lynne Jones)	Elizabeth Griffiths	Internal	Cabinet 29 Nov 2023	
EV Chargepoint Procurement	Open -	Procurement approach for delivering EV chargepoints on public highways and council car	Yes	Cabinet Member for Highways and Transport, Customer Service Centre & Employment (Councillor Geoff Hill)	Tim Golabek, Chris Joyce	Internal process	Cabinet 29 Nov 2023	

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		parks, to deliver the council's EV Chargepoint Implementation Plan						
Highway Services Contracts – Award	Part exempt - 3	A procurement has been undertaken for the Highways Service Contracts. Bids have been received, which have been evaluated both for quality and finance purposes. The purpose of the report is to gain approval to appoint the associated contractor(s) for each of the lots.	Yes	Cabinet Member for Highways and Transport, Customer Service Centre & Employment (Councillor Geoff Hill)	Andrew Durrant, Alysse Strachan	External market engagement, Internal process with Key stakeholders.	Cabinet 29 Nov 2023	
Annual update on demand for school places	Open -	Update on the projected demand for school places in the borough, and recommendations relating to any next steps.	No	Cabinet Member for Children's Services, Education & Windsor (Councillor Amy Tisi)	Lin Ferguson, Lynne Penn	Internal process	Cabinet 29 Nov 2023	
Sale of Pickins Piece, Horton	Open -	Disposal of agricultural land at Pickins Piece, Horton. The site is unused, attracting	No	Cabinet Member for Planning, Legal & Asset Management (Councillor Adam Bermange)	Ian Brazier-Dubber	Internal	Cabinet 29 Nov 2023	

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		fly tipping and requiring ongoing security and management. An unconditional offer has been received for the land.						
Council Tax base 2024/25	Open -	This report deals with the statutory requirement to set the Council's tax base for 2024/25. The tax base is used by Thames Valley Police, Royal Berkshire Fire Authority, local Parish Councils as well as the Royal Borough for setting precepts and Council Tax next year	No	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Lynne Jones)	Elizabeth Griffiths, Andrew Vallance	Internal	Cabinet 29 Nov 2023	
York Road Phase I, Maidenhead	Part exempt -	Cabinet to note the potential 'windfall' from the Council's receipt of the reversion to the notional 4,000 sq.ft of commercial floorspace now not being provided to	No	Cabinet Member for Planning, Legal & Asset Management (Councillor Adam Bermange), Deputy Leader of the Council and Cabinet Member for Finance (Councillor Lynne Jones)	Ian Brazier-Dubber, Emmanuel Ogedengbe	Internal Process	Cabinet 29 Nov 2023	

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		Maidenhead Heritage Centre in accordance with Clause 3.4.1 of the York Road – Site Proposal under the Development Agreement with Countryside.						
Draft 2024/25 Budget	Open -	Cabinet will be asked to consider and approve the draft budget for 2024/25.	Yes	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Lynne Jones)	Elizabeth Griffiths, Andrew Vallance	Internal	Cabinet 13 Dec 2023	
December In-Year Monthly Budget Update	Open -	A monthly report to provide an update on the Council's finances.	No	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Lynne Jones)	Elizabeth Griffiths	Internal	Cabinet 13 Dec 2023	
Review of the Cabinet Decision to not dispose of the Open Space Land at Braywick Park, Maidenhead	Open -	In July 2023, the Cabinet agreed to implement the decision to not dispose of the Open Space Land at Braywick Park, Maidenhead. Since then, a petition was hosted on the Council's website to collect signatures, for the Cabinet to	Yes	Cabinet Member for Communities & Leisure (Councillor Joshua Reynolds)	Ian Brazier-Dubber, Andrew Durrant	Internal	Cabinet 13 Dec 2023	

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		reconsider their decision. In October 2023, the Chair of Cabinet said that the Cabinet would review the decision again at their November Cabinet meeting. This was regardless of the Petition's closure date. Cabinet will need to decide on whether they wish to publish a new Open Space Notice for this land.						
Article 4 Direction–removal of permitted development rights to change of use from Class E (commercial class) to C3 (residential)	Open -	The report recommends that a non-immediate Article 4 direction be introduced to remove permitted development rights for changes of use from Class E to residential on protected employment sites set out in BLP Policy ED2. Following Cabinet's approval,	Yes	Cabinet Member for Planning, Legal & Asset Management (Councillor Adam Bermange)	Ian Motuel, Adrien Waite	External consultation will take place subject to Cabinet approval	Cabinet 13 Dec 2023	

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		this would be subject to public consultation for at least 28 days and it is anticipated that a report would then be taken back to Cabinet to confirm the Article 4 direction. The Article 4 would then come into force 12 month's after initial publication of the notice.						
Mill Lane Conservation Area Appraisal	Open -	The Mill Lane Conservation Area is located in Clewer Village to the north-west of Windsor. The area was designated in 1974 but does not have a Conservation Area Appraisal. A Conservation Area Appraisal is an important document for development management	Yes	Cabinet Member for Planning, Legal & Asset Management (Councillor Adam Bermange)	Adrien Waite	Internal	Cabinet 13 Dec 2023	

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		<p>purposes that explains the importance of a conservation area and describes how this can be retained and enhanced, particularly when new works are proposed. This report seeks Cabinet approval for the draft Mill Lane Conservation Area Appraisal and agreement to undertake a period of public consultation on the document. The appraisal will then be revised to take account of the views of local residents and interested parties, and submitted to Cabinet for final approval.</p>						
Building Heights and Tall Buildings Supplementary Planning Document	Open -	This report seeks approval for the adoption of the Building Height	Yes	Cabinet Member for Planning, Legal & Asset Management (Councillor Adam	Andrew Durrant, Adrien Waite	Internal	Cabinet 13 Dec 2023	

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- Adoption		<p>and Tall Buildings Supplementary Planning Document (SPD).</p> <p>Borough Local Plan Policy QP3a commits the Council to preparing a Building Height and Tall Buildings SPD. The SPD provides that guidance and sets out in detail what the Council considers to be appropriate in terms of location, height, and design for tall building developments throughout the borough. The adoption of the SPD will help the Council to ensure that any proposed tall development that comes forward is appropriate and of the highest quality.</p>		Bermange)				

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		Once adopted, the SPD will be an important material consideration in the determination of planning applications.						
Procurement of Stop Smoking Services	Open -	The contract for RBWM's current Stop Smoking Service ends on 31 March 2024. The RBWM Public Health went out to tender for a new Stop Smoking Service on Friday 15 September 2022 to appoint a new provider to deliver the Stop Smoking Service from the 1st April 2024, the total contract price was £480k (£120k per annum) for an initial 2-year period, with the option of a possible extension of 1+1 years.	Yes	Cabinet Member for Adults, Health & Housing Services (Councillor Catherine del Campo)	Kevin McDaniel, Jonas Thompson-McCormick	Internal	Cabinet 13 Dec 2023	

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		<p>On 4 October 2023 the government announced that it is investing an additional £70 million per year to support local authority-led stop smoking services. For RBWM, this will result in receiving an indicative £128k per annum between 2024/25 - 2028/29. And so, the financial envelope of the RBWM Stop Smoking Service may be increased up to £248k per annum. Due to this announcement, it was also decided to increase the duration of the contract by a further year, meaning that the contract term will now be 2+1+1+1. The minimum</p>						

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		<p>contract value of the Stop Smoking services will now exceed £600k (excluding the indicative funding from the government), therefore meeting the relevant threshold to now be considered as a Key Decision.</p> <p>Public Health are now seeking approval from Cabinet to approve delegated decision-making authority to be granted to the Executive Director of Adult Services and Health and the Cabinet Member for Adults Services, Health and Housing, to approve the outcome of the current Stop Smoking Procurement.</p>						

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School Condition Allocation 2024/25	Part exempt -	Report to seek approval of school condition projects to be included in the 2024/25 capital programme, as funded by the School Condition Allocation.	Yes	Cabinet Member for Children's Services, Education & Windsor (Councillor Amy Tisi)	Lin Ferguson, Lynne Penn	Internal	Cabinet 13 Dec 2023	
January In-Year Monthly Budget Update	Open -	A monthly report to provide an update on the Council's finances.	No	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Lynne Jones)	Elizabeth Griffiths	Internal	Cabinet 24 Jan 2024	
Maidenhead Parking Strategy	Open -	To provide an update on parking provision in Maidenhead Town Centre	No	Cabinet Member for Highways and Transport, Customer Service Centre & Employment (Councillor Geoff Hill)	Alysse Strachan, Neil Walter	Internal process	Cabinet 24 Jan 2024	
February In-Year Monthly Budget Update	Open -	A monthly report to provide an update on the Council's finances.	No	Deputy Leader of the Council and Cabinet Member for Finance (Councillor Lynne Jones)	Elizabeth Griffiths	Internal	Cabinet 28 Feb 2024	
Empty Property Strategy	Open -	Cabinet to agree RBWM's Empty Property Strategy. The Empty Property Strategy aims to work with empty	Yes	Cabinet Member for Adults, Health & Housing Services (Councillor Catherine del Campo)	Andrew Durrant, Amanda Gregory	Consultation may be required with residents, landlords.	Cabinet 24 Apr 2024	

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		homeowners to increase the supply of housing. The strategy will set out the approach RBWM will take to provide a clear direction for addressing empty homes which blight communities and adversely affect neighbourhoods.						

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

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