

**EXECUTIVE  
22 JULY 2014  
5.00 - 5.45 PM**



**Present:**

Councillors Bettison (Chairman), Ward (Vice-Chairman), Dr Barnard, Birch, Brunel-Walker, Mrs Hayes, McCracken and Turrell

**9. Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 24 June 2014 together with the accompanying decision records be confirmed as a correct record and signed by the Leader.

**10. Declarations of Interest**

There were no declarations of interest.

**11. Executive Decisions**

The Executive considered the reports submitted on the items listed below and the decisions taken are recorded in the decision sheets attached to these minutes and summarised below:

**Item 5 Safeguarding Adults Annual Report**

**RESOLVED** that the Safeguarding Adults Annual Report and action plan be endorsed and the continuing positive progress be noted.

**Item 6 Local Account for Adult Social Care 2013/14**

**RESOLVED** that the Local Account for Adult Social Care for 2013-14 be approved.

**Item 7 Community Learning Development Plan 2014/15**

**RESOLVED** that the Development Plan for Community Learning and Skills 2014-2017 be approved and recommended to Full Council for adoption.

**Item 8 Commitment Budget Report 2015/16 - 2017/18**

**RESOLVED** that:

- i. The Commitment Budget for the period 2015/16 to 2017/18, summarised in Table 1 of the Borough Treasurer's report be approved.
- ii. The proposed budget process for 2015/16 as set out in paragraphs 5.18 to 5.21 of the Borough Treasurer's report be approved.

## **Item 9 Equality Framework for Local Government Peer Review Outcome**

**RESOLVED** that:

- i. the peer review report and its recommendations be noted
- ii. the proposal to work towards 'Excellent' level be endorsed, starting with a production of a self-assessment and gap analysis
- iii. the development of an action plan be endorsed to respond to the Peer Report recommendations and subject to the endorsement at 2.2 to include the initial actions required to work towards 'Excellent' level

### **12. Exclusion of Public and Press**

**RESOLVED** 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 item 11 which involves the likely disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:

- (3) Information relating to the financial or business affairs of any particular person.

### **Item 11 Pan Berkshire Adoption Service**

**RESOLVED** that:

- i. The transfer of the Council's Adoption Service into a Berkshire shared Service (Bracknell Forest, Wokingham, West Berkshire, Royal Borough Windsor and Maidenhead) hosted by the Royal Borough Windsor and Maidenhead (RBWM) be approved. This would be an expansion of the already successful Pan Berkshire arrangement through the Berkshire Adoption Advisory Service, currently hosted by RBWM and will commence on 1st October 2014.
- ii. The final decision to enter the shared service is delegated to the Director of Children, Young People and Learning in consultation with the Borough Treasurer and Executive Member for Children, Young People and Learning regarding sufficient budget provision and appropriate management arrangements.
- iii. A Management Board is established by representatives from all four LA's which will provide direction and monitoring for the new shared service. The representative from Bracknell Forest will be the Chief Officer, Children's Social Care.

**LEADER**

## Bracknell Forest Council Record of Decision

|                                 |                |
|---------------------------------|----------------|
| <b>Work Programme Reference</b> | <b>I045614</b> |
|---------------------------------|----------------|

1. **TITLE:** Safeguarding Adults Annual Report
2. **SERVICE AREA:** Adult Social Care, Health & Housing
3. **PURPOSE OF DECISION**

To endorse the Annual Report in relation to Safeguarding Adults within the Borough.

4. **IS KEY DECISION** No
5. **DECISION MADE BY:** Executive
6. **DECISION:**

That the Safeguarding Adults Annual Report and action plan be endorsed and the continuing positive progress be noted.

### 7. **REASON FOR DECISION**

In 2000 the Department of Health published guidance to all Councils with Adult Social Services Responsibilities (CASSR's). The report entitled 'No Secrets' set out guidance to local authorities and their partner agencies relating to the safeguarding of vulnerable adults within their communities.

A key recommendation in 'No Secrets' is that: "Lead officers from each agency should submit annual progress reports to their agency's executive management body or group to ensure that adult protection policy requirements are part of the organisation's overall approach to service provision and service development".

In line with 'No Secrets' guidance, Bracknell Forest Council has lead responsibility for co-ordinating multi agency procedures that address allegations, disclosures or suspicions of the abuse of adults whose circumstances make them vulnerable. Work with partner agencies ensures that effective prevention strategies are developed and implemented. It is also essential that the Council and its partners have in place policies and procedures to enable an effective and timely response to all safeguarding alerts. At the heart of these processes the Council and its partners should also ensure that adults at risk are fully involved in achieving desired outcomes.

The report details the achievement against the agreed targets for 2013-2014 and sets the partnership boards targets for 2014-2015.

### 8. **ALTERNATIVE OPTIONS CONSIDERED**

None applicable.

9. **PRINCIPAL GROUPS CONSULTED:** Bracknell Forest Safeguarding Adults Partnership Board

10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health & Housing

11. **DECLARED CONFLICTS OF INTEREST:** None

| <b>Date Decision Made</b> | <b>Final Day of Call-in Period</b> |
|---------------------------|------------------------------------|
| 22 July 2014              | 29 July 2014                       |

**Bracknell Forest Council  
Record of Decision**

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| <b>Work Programme Reference</b> | <b>I045736</b> |
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1. **TITLE:** Local Account for Adult Social Care 2013/14
2. **SERVICE AREA:** Adult Social Care, Health & Housing
3. **PURPOSE OF DECISION**

To approve the Bracknell Forest Adult Social Care & Health Local Account for 2013/14.

4. **IS KEY DECISION** No
5. **DECISION MADE BY:** Executive
6. **DECISION:**

That the Local Account for Adult Social Care for 2013-14 be approved.

7. **REASON FOR DECISION**

In the past, the Care Quality Commission were provided with information on adult social care performance in providing social care services in Bracknell Forest Council. This no longer happens and we are required to produce a Local Account.

Supporting people using adult social care services, their families and carers to have more choice, control and independence are among the council's achievements and ongoing priorities, outlined in the document

8. **ALTERNATIVE OPTIONS CONSIDERED**

None considered.

9. **PRINCIPAL GROUPS CONSULTED:** Managers in Adult Social Care, Health & Housing  
Partnership Boards
10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health & Housing
11. **DECLARED CONFLICTS OF INTEREST:** None

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**Bracknell Forest Council  
Record of Decision**

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| <b>Work Programme Reference</b> | <b>I05629</b> |
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1. **TITLE:** Community Learning Development Plan 2014/15

2. **SERVICE AREA:** Children, Young People and Learning

3. **PURPOSE OF DECISION**

To endorse the Community Learning Development Plan for 2014/15 and to recommend to Council for adoption.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Development Plan for Community Learning and Skills 2014-2017 be approved and recommended to Full Council for adoption.

7. **REASON FOR DECISION**

To obtain agreement to the Development Plan for the delivery of learning opportunities to the community for 2014-2017.

8. **ALTERNATIVE OPTIONS CONSIDERED**

This Development Plan reflects the contractual requirements issued by the Skills Funding Agency as a basis for claiming funding and therefore there are no alternative options.

9. **PRINCIPAL GROUPS CONSULTED:** N/A

10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.

11. **DECLARED CONFLICTS OF INTEREST:** None

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**Bracknell Forest Council  
Record of Decision**

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| <b>Work Programme Reference</b> | <b>I046453</b> |
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1. **TITLE:** Commitment Budget Report 2015/16 - 2017/18

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To approve the Commitment Budget and budget process for 2015/16 and beyond.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That:

- i. The Commitment Budget for the period 2015/16 to 2017/18, summarised in Table 1 of the Borough Treasurer's report be approved.
- ii. The proposed budget process for 2015/16 as set out in paragraphs 5.18 to 5.21 of the Borough Treasurer's report be approved.

7. **REASON FOR DECISION**

The recommendations are designed to allow the Executive to develop its Medium Term Financial Strategy and to start to consider an appropriate budget strategy for 2015/16 and beyond.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Background information relating to the options considered is included in the supporting information section of the Borough Treasurer's report.

9. **PRINCIPAL GROUPS CONSULTED:** None.

10. **DOCUMENT CONSIDERED:** Report of the Director of Corporate Services

11. **DECLARED CONFLICTS OF INTEREST:** None

| <b>Date Decision Made</b> | <b>Final Day of Call-in Period</b> |
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**Bracknell Forest Council  
Record of Decision**

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| <b>Work Programme Reference</b> | <b>I045676</b> |
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1. **TITLE:** Equality Framework for Local Government Peer Review Outcome
2. **SERVICE AREA:** Corporate Services
3. **PURPOSE OF DECISION**

To update the Executive on the outcome of the Council's LGA peer review on 28 March 2013.

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive

6. **DECISION:**

That:

- i. the peer review report and its recommendations be noted
- ii. the proposal to work towards 'Excellent' level be endorsed, starting with a production of a self-assessment and gap analysis
- iii. the development of an action plan be endorsed to respond to the Peer Report recommendations and subject to the endorsement at 2.2 to include the initial actions required to work towards 'Excellent' level

7. **REASON FOR DECISION**

The Council asked the LGA to complete a re-accreditation of the Council "achieving" level of the Equality Framework for Local Government. The Equality Peer Challenge in March 2014 endorsed the Council's attainment of the "achieving" level of the Framework.

The Equality Peer Challenge report at Annexe one makes a number of recommendations to consolidate the Council's "achieving" status. The reviewers also made several suggestions for other actions we could take to achieve the "excellent" level.

Working on the Equality Framework for Local Government supports medium term objective 11 to seek to ensure that every resident feels included and able to access the services they need. It also enables the Council to demonstrate our compliance with our legal duties in the Equality Act 2010 to eliminate discrimination, advance equality of opportunity and promote good relations in the community.

Striving to achieve the "excellent" level reflects the spirit of improvement with which the Council originally went into the challenge in 2010 and fits with the ethos of moving from 'Good to Great'.



**8. ALTERNATIVE OPTIONS CONSIDERED**

The recommendations in the report from the peer reviewers closely reflect existing objectives for the Council therefore we did not consider not taking action on them.

Maintaining the achieving standard for a further period without striving towards the more stringent excellent level would risk stagnating the Council's current progress and would not be in the spirit of the 'Good to Great' programme.

**9. PRINCIPAL GROUPS CONSULTED:** N/A

**10. DOCUMENT CONSIDERED:** Report of the Director of Corporate Services

**11. DECLARED CONFLICTS OF INTEREST:** None

| <b>Date Decision Made</b> | <b>Final Day of Call-in Period</b> |
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**Bracknell Forest Council  
Record of Decision**

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| <b>Work Programme Reference</b> | <b>I047781</b> |
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1. **TITLE:** Pan Berkshire Adoption Service
2. **SERVICE AREA:** Children, Young People and Learning
3. **PURPOSE OF DECISION**

To approve the proposal for establishing a Berkshire Shared Adoption Service arrangement, subject to satisfactory negotiations.

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive

6. **DECISION:**

That:

- i. The transfer of the Council's Adoption Service into a Berkshire shared Service (Bracknell Forest, Wokingham, West Berkshire, Royal Borough Windsor and Maidenhead) hosted by the Royal Borough Windsor and Maidenhead (RBWM) be approved. This would be an expansion of the already successful Pan Berkshire arrangement through the Berkshire Adoption Advisory Service, currently hosted by RBWM and will commence on 1st October 2014.
- ii. The final decision to enter the shared service is delegated to the Director of Children, Young People and Learning in consultation with the Borough Treasurer and Executive Member for Children, Young People and Learning regarding sufficient budget provision and appropriate management arrangements.
- iii. A Management Board is established by representatives from all four LA's which will provide direction and monitoring for the new shared service. The representative from Bracknell Forest will be the Chief Officer, Children's Social Care.

7. **REASON FOR DECISION**

A shared service is a way of improving both the efficiency and effectiveness of an adoption service by the timely recruitment of adopters and the placement of children, particularly older, harder to place children. As more adopters will be recruited, more children will be linked with prospective adopters at a much earlier stage.

The supply of approved adopters has not kept pace with demand particularly for adopters for older children, sibling groups and those with disabilities or complex needs. This new service will introduce new ways of finding families for these children through the introduction of Diligent Family Finding project.

The Children and Families Act 2014, which came into force in March, requires local Authorities to implement additional requirements such as foster to adopt which is a challenge for smaller LA's to implement. In addition the Act introduces the 26 week limit on Court Care

proceedings which results in adoption workers needing to produce detailed court reports on family finding and to give evidence in court. There is an expectation that the evidence will include national recruitment data as well as local information. A larger team, devoted solely to the task of adoption will greatly assist this task.

The new Joint Service will establish an adoption website to promote the service and support the proposed increase in recruitment. The website will be easily accessible, positive in its approach and will launch the service as dynamic and progressive, thus encouraging potential adoptive parents to engage with the service at the start of their journey to adoption.

Currently, the six Berkshire Unitary Authorities are part of the Berkshire Consortium of Adoption Agencies and they jointly fund the Berkshire Adoption Advisory Service (BAAS). The Royal Borough of Windsor and Maidenhead hosts the BAAS and therefore the BAAS can legally act as part of the adoption agency of this Borough. BAAS manages all the adoption panel function for the 6 Berkshire LA's, plus provides other services such as the letterbox exchange, best interest advice for children with adoption as the plan, chairing disruption meetings, birth parent project, training for staff, adopters and wider family members, amongst other tasks. This service has always been highly rated by Ofsted with other LA's being referred to it due to the high standard of services provided. It is proposed that this new service is an extension of that which is already provided by RBWM.

The Coalition Government continue to be hugely focused on adoption. Edward Timpson, Children's Minister, addressing a national conference in May 2014, stated that The Children and Families Act will sweep away many of the identified barriers to adoption and over all there has been a much stronger focus on wider recruitment and better support for adopters. However, we need to do much more to recruit and support adoptive families.

The Government has recently established a National Adoption Leadership Board, chaired by Sir Martin Narey and drawing representation from the ADCS, LGA and SOLACE. This Board will closely monitor adoption performance, seek improvements and eliminate unnecessary delay. As part of this development, the Board has requested that each region establishes its own Board and feed into the national one. The Adoption Board for the South East region will be led by a Director and an Assistant Director (who will be the Chief Officer for Bracknell Forest). This will enable us to ensure a key focus on adoption.

It is therefore necessary that we do all we can to reduce any delay and the establishment of this wider adoption service will support that aim.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

Joining with another LA partner. It is unclear which of the counties bordering Berkshire would be best placed to enter negotiations with, and additionally, the Berkshire agencies have a good reputation in relation to adoption and this needs to be maintained. Agencies outside Berkshire tend to be larger shire counties and the joining up of the Berkshire Agencies would offer more opportunities to join regionally in the future if this was appropriate.

Joining with a Voluntary Adoption Agency (VAA) Partner. Most Voluntary Adoption Agencies (VAA's) specialise in recruiting adopters but the pan Berkshire proposal will also include family finding for Berkshire children and in this area, the Berkshire agencies have considerably more experience. According to the LGA, VAA's currently supply no more than 20% of approved adopters and there is little evidence to suggest that they have the capacity or the appetite to reach deeply into the LA market. There does not appear to be any additional benefits for joining with a voluntary agency, given that Berkshire already works closely with the two VAA's in this area (PACT and Cabrini) and their resources would still be

available to us.

9. **PRINCIPAL GROUPS CONSULTED:** Children's Services Management Team  
Department Management Team  
Adopters

10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.

11. **DECLARED CONFLICTS OF INTEREST:** None

| <b>Date Decision Made</b> | <b>Final Day of Call-in Period</b> |
|---------------------------|------------------------------------|
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