



AGENDA

For the Council meeting to be held on
Wednesday 24 February 2016.

Timothy Wheadon, Chief Executive



NOTICE OF MEETING

Council

Wednesday 24 February 2016, 7.30 pm

Council Chamber, Fourth Floor, Easthampstead House, Bracknell

To: The Council

Councillor Mrs Hamilton (Mayor), Councillor Virgo (Deputy Mayor),
Councillors Allen, Mrs Angell, Angell, Dr Barnard, Bettison, D Birch, Mrs Birch, G Birch,
Brossard, Brunel-Walker, Dudley, Finch, Finnie, Ms Gaw, Harrison, Mrs Hayes MBE,
Ms Hayes, Heydon, Hill, Mrs Ingham, King OBE, Leake, McCracken, Mrs McCracken,
Mrs McKenzie, Mrs McKenzie-Boyle, McLean, Mrs Mattick, Ms Merry, Ms Miller, Peacey,
Phillips, Porter, Skinner, Mrs Temperton, Thompson, Tullett, Turrell, Wade and Worrall

TIMOTHY WHEADON
Chief Executive

EMERGENCY EVACUATION INSTRUCTIONS

- 5 If you hear the alarm, leave the building immediately.
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- 7 Use the stairs not the lifts.
- 8 Do not re-enter the building until told to do so.

If you require further information, please contact: Kirsty Hunt
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Published: 16 February 2016



Council
Wednesday 24 February 2016, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House,
Bracknell

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AGENDA

Page No

The meeting will be opened with prayers by the Mayor's Chaplain

1. **Apologies for Absence**

2. **Minutes of Previous Meeting**

To approve as a correct record the minutes of the meeting of the Council held on 20 January 2016.

7 - 12

3. **Declarations of Interest**

Any Member with a Disclosable Pecuniary Interest or an Affected Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.

4. **Mayor's Announcements**

5. **Executive Report**

To receive the Leader's report on the work of the Executive since the Council meeting held on 20 January 2016.

13 - 18

6. **Financial Plans and Revenue Budgets 2016-17**

To resolve recommendations in respect of:

- Capital Programme 2016/17-2018/19
- Revenue Budget 2016/17 (including Fees and Charges)
- Council Tax 2016/17

19 - 28

The supporting information has been circulated separately.

7. **Appointment of Monitoring Officer**

To formally confirm the appointment of the Council's Monitoring Officer.

29 - 30

8. **Questions Submitted Under Council Procedure Rule 10**

By Councillor Mrs Temperton to Councillor Birch, Executive Member for Adult Services, Health and Housing:

It has been said that the decision to close Heathlands marks the end of Bracknell Forest Council being a Provider of Care; all care now being commissioned out. But what about the Intermediate Care service?

What has happened to the land swap plans between Bracknell Forest Homes and Bracknell Forest Council involving Dennis Pilcher House and Bridgewell? Residents were moved out of Dennis Pilcher House on the basis that there would be a new Intermediate Care Service provided there and much needed affordable homes built at Bridgewell.

When will the Intermediate Care Service be moving or is this too to be commissioned out?

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COUNCIL
20 JANUARY 2016
7.30 - 8.20 PM



Present:

The Mayor (Councillor Mrs Dee Hamilton), Councillors Virgo (Deputy Mayor), Allen, Mrs Angell, Angell, Dr Barnard, Bettison, D Birch, Mrs Birch, Brossard, Brunel-Walker, Dudley, Finch, Finnie, Ms Gaw, Harrison, Mrs Hayes MBE, Ms Hayes, Heydon, Hill, Mrs Ingham, King OBE, McCracken, Mrs McCracken, Mrs McKenzie, Mrs McKenzie-Boyle, McLean, Mrs Mattick, Ms Merry, Ms Miller, Peacey, Phillips, Porter, Mrs Temperton, Thompson, Turrell, Wade and Worrall

Apologies for absence were received from:

Councillors G Birch, Leake, Skinner and Tullett

34. Minutes of Previous Meeting

RESOLVED that the minutes of the Council meeting held on 25 November 2015 be approved and signed by the Mayor as a correct record.

35. Declarations of Interest

There were no declarations of interest.

36. Mayor's Announcements

Loan Shark Prevention

Lin Fisher from the Trading Standards Illegal Money Lending Team attended the meeting to advise Members how to identify when residents were victims of loan sharks. The presentation included things to look for and questions to ask residents in order to confirm that they had entered into an illegal agreement and may be at further associated risks. Members were advised that Bracknell Forest Council were using age appropriate educational packs to inform its pupils about money issues and it was hoped that key messages would then be taken home to parents.

The Mayor thanked her for a very informative presentation.

Executive Member for Culture, Corporate Services and Public Protection

Councillor McCracken reported that he and the Mayor had attended Coral Reef Waterworld's VIP pool party on 16 January to mark the closure of Coral Reef on 24 January for refurbishment.

Councillor McCracken advised Members that there were still spaces available for the Bracknell Half Marathon which was being held on Sunday 8 May.

Mayoral Engagements

The Mayor advised the Members present that since the last Council meeting she and the Deputy Mayor had been busy attending engagements across the borough and highlighted turning on the Christmas lights, attending Thames Hospice Concert and Cinderella on Ice as well as celebrating Self-Care Week.

Mayoral Charity events

The Mayor encouraged the Members present to attend her two Charity events: Mayor's Charity Quiz being held on Friday 26 February at Easthampstead Park and the Charity Curry evening being held on Monday 29 February at the Tamarind Tree restaurant.

37. **Executive Report**

The Leader of the Council, Councillor Bettison, presented his report on the work of the Executive since that reported at the Council meeting on 25 November 2015. The Executive had met once on 15 December 2015.

The Leader highlighted the following matters that had been considered:

- Draft Homelessness Strategy:
 - There had been an unfortunate increase in homelessness in recent years and the Council was making a positive response to avoid the disruptive and expensive use of bed and breakfast accommodation by setting up Downshire Homes which had purchased Tenterden Lodge.
 - The new draft strategy set out four priorities:
 - good quality advice and prevention services
 - work in partnership to avoid duplication and maximise expertise
 - meet need for emergency accommodation
 - maximise access to housing
- The proposed changes to the Local Council Tax Benefit Scheme would affect working age households only by changing the following:
 - maximum discount for working age households reduced to 80%
 - child maintenance payments would be taken into account when calculating income
 - self-employed were assumed to earn at least national living wage after 12 months
 - income disregards for working people increased by £5 per week
 - hardship fund increased to £20k
- There was a need to enhance Suitable Alternative Natural Green Spaces (SANGS) already agreed to avoid restrictions on occupation and/or jeopardise five year land supply. It was noted that all SANGS were funded by S106 contributions so there was no cost to Council. Five schemes at cost of £95k:
 - refurbishment of bridge at Anneforde Place
 - pedestrian entrance to Englemere Pond
 - reed beds and scrub improvement, Englemere Pond
 - pond restoration at Shepherds Meadows
 - car park improvements Horseshoe Lake

- Revenue Budget 2016/17
 - Draft proposals for consultation were based upon the new Council Plan and Government indications of likely reduction in grant of up to 40%.
 - £2.3m spending was responding to demographic and legislative pressures and initial savings of over £4m had been identified.
 - The Transformation Board was working to identify additional savings of around £2m in 2016/17.
 - Draft settlement published on 17 December showed 80% reduction in revenue support grant and additional proposals would be considered at the next Executive meeting.

- Capital Programme 2016/17 – 2018/19
 - Proposed programme for 2016/17 – 2018/19 approved for consultation
 - Major investment in future of Borough including:
 - Bracknell town centre infrastructure
 - Binfield Learning Village
 - Coral Reef [subject to affordability]
 - additional chapel at Cemetery & Crematorium

The agenda report contained recommendations that the Council was asked to resolve in respect of the following matters:

- the revised Local Council Tax Benefit Scheme
- Suitable Alternative Natural Green Spaces (SANGS) Capital Spending (External Funding)
- virements in the Capital budget
- virements in the Revenue budget

Local Council Tax Benefit Scheme

On the proposition of Councillor Birch, Executive Member for Adult Social Care, Health and Housing, seconded by Councillor Heydon it was

RESOLVED that:

- i) the revised Local Council Tax Benefit Scheme be approved and adopted.

Suitable Alternative Natural Green Spaces (SANGS) Capital Spending (External Funding)

On the proposition of Councillor McCracken, Executive Member for Culture, Corporate Services and Public Protection, seconded by Councillor Turrell it was

RESOLVED that:

- ii) the spending of a further £95,000 of developer contributions on SANGS for this financial year be approved.

Capital Budget 2016/17

On the proposition of Councillor Dr Barnard, Executive Member for Children, Young People and Learning, seconded by Councillor Heydon it was

RESOLVED that:

- iii) virements totalling £0.481million to the 2015/16 Children, Young People and Learning Programme, as set out in Annex G of the Borough Treasurer's report, in order to meet the demands of the School Places Plan be approved;
- iv) £0.05million in the 2015/16 unallocated Basic Need Grant be approved to be used at Ascot Heath Schools as described in paragraph 5.35 of the Borough Treasurer's report.

Revenue Budget 2016/17

On the proposition of Councillor McCracken, Executive Member for Culture, Corporate Services and Public Protection, seconded by Councillor Heydon it was

RESOLVED that:

- v) virements over £0.100million relating to the 2015/16 budget as set out in Annex F and G of the Borough Treasurer's report be approved.

38. Pay and Workforce Strategy

The Council considered the report regarding the ninth Pay and Workforce Strategy 2015-18 which had been reviewed in the light of changing priorities, new legislation and other issues which impact on the Council.

On the proposition of Councillor Heydon, Executive Member for Finance and Transformation, seconded by Councillor McLean, it was

RESOLVED that:

- i) the 9th Pay and Workforce Strategy be endorsed.

39. Pay Policy Statement

The Council considered the Pay Policy Statement for 2016/17.

On the proposition of Councillor Heydon, Executive Member for Finance and Transformation, seconded by Councillor McLean, it was

RESOLVED that

- i) the Pay Policy Statement for 2016/17 be agreed.

40. **Establishment of an Appointment Committee**

The Council considered a report regarding the establishment of an Appointment Committee to appoint to the position of Director of Adult Social Care, Health and Housing.

Councillors reflected on the significant impact that Glyn Jones had on transforming services before his retirement as both the Director of Adult Social Care, Health and Housing and as a member of the Council's Corporate Management Team. Everyone present wished him well with his recovery.

On the proposition of Councillor Birch, Executive Member for Adult Services, Health and Housing seconded by Councillor McLean it was

RESOLVED that:

- i) a Committee of the Council of five members (4:1), including at least one Member of the Executive (plus up to two substitute members per group) be appointed, with the following terms of reference:

"To interview and appoint on behalf of the Council to the post of Director of Adult Social Care, Health and Housing";

- ii) Councillors D Birch, Dr Barnard, Harrison, McLean and Mrs Temperton be confirmed as the nominated members; and
- iii) Councillors Mrs Birch, Leake and McCracken be confirmed as the substitute members.

41. **Questions Submitted Under Council Procedure Rule 10**

Councillor Mrs Temperton asked Councillor Bettison, Leader of the Council the following published question:

On December 18 the Government notified the Council that it was reducing its Revenue Support Grant to Bracknell Forest by £5.4m - a cut of 32%. The budget out for consultation had assumed, following indicators from the Government, a cut of £3m. The Council now has just about 6 weeks to adjust all of its financial plans.

Does the Leader of the Council think this is effective Government and that the arguments given for the extra Bracknell Forest cuts are justified? Will there now have to be service cuts that were not expected before the announcement?

In response Councillor Bettison stated one of the key pledges made by the new Conservative Government was to eliminate the national deficit by 2019/20. He stated that this was a continuation of the work started by the Coalition in response to the enormous debt that the country had been left with following the previous Labour Government. He reflected that the country had been living beyond its means, that this was unsustainable and that it was taking a significant amount of time to repair the damage that has been caused. He noted that within the overall settlement a number of key services were being protected, notably the NHS, defence and the police. As a consequence local government was having to bear a larger share of the cuts in public expenditure that were needed to eliminate the deficit. He stated that was effective government.

He added that he was neither happy or complacent with the settlement and had led a delegation of Berkshire Leaders to see the Minister to make strong and compelling arguments for treating Berkshire more favourably. It would not be known until February whether they had been effective.

He stated that the settlement, if confirmed, would cause the Council to be faced with some difficult choices and due to the magnitude of the grant reduction he feared residents would notice a difference in the services provided by the Council. He added that the Council would be consulting extensively on a package of measures to enable the Council to balance its budget over the medium term and he expected to be able to announce these proposals at the meeting of the Executive on 9 February 2016.

Councillor Mrs Temperton asked a supplementary question about how the Council could be expected to build and release 950 houses during the following year to be able to yield the resulting Council Tax when a good yearly release was 360 houses. Councillor Bettison agreed with her concern and acknowledged that neighbouring authorities had also forcefully raised this with the Minister. He reported that there was a proposal by the Local Government Association to penalise developers through a levy compensating local authorities for a proportion of the potential Council Tax income. The proposed scheme was aimed to incentivise progress on development works but was a long term plan and not an immediate solution.

Councillor Bettison confirmed that no single area in the borough would be singled out in response to Councillor Mrs Temperton's second supplementary question regarding the anticipated impact on her own ward, Great Hollands North. He added that everyone was in this together so he expected that unfortunately all residents would feel the difference to services following the grant reduction.

MAYOR

To: **COUNCIL**
24 FEBRUARY 2016

EXECUTIVE REPORT TO COUNCIL **The Leader**

1 PURPOSE OF REPORT

- 1.1 Since the Council meeting on 20 January 2016, the Executive has met three times on 26 January 2016, 9 February 2016 and 23 February 2016. This report summarises decisions taken at the first two meetings by reference to the relevant portfolio within which they fall. The third meeting, on 23 February 2016, will focus on the Council's budget and will be subject to a full debate at Council.
- 1.2 Updated Forward Plans are published every Friday and are available for public inspection at Easthampstead House in the usual way and online at www.bracknell-forest.gov.uk. Full details on the decisions taken by individual portfolio holders can also be accessed online through the Council's website.

2 SUPPORTING INFORMATION

Adult Social Care Health and Housing

2.1 Bracknell Forest Sensory Needs Strategy

- 2.1.1 The Executive has approved the Bracknell Forest Sensory Needs Strategy 2016-2020. An extensive consultation took place in order to identify local needs and the outcomes of this exercise have helped inform the 8 new priority areas in the Strategy which sets out the strategic direction for the development of sensory needs support in the Borough.
- 2.1.2 The Strategy has a strong focus on encouraging self help and resilience amongst our residents and an emphasis on the need to address barriers to communication. Adoption of the Strategy will help ensure that residents with sensory needs are enabled to have choice and control and can manage their own wellbeing in order to live as independently as possible.

2.2 Outcomes of Heathlands Consultation

- 2.2.1 The Council has a constant aim to deliver the best care available to its vulnerable residents in the right settings. As a consequence, the Executive has agreed that the services currently being provided at the Heathlands Residential Care Home and Day Centre for people with dementia will be re-provided in the independent sector. This decision has been taken following an extensive consultation with residents, their families, staff and the public. In light of these discussions it has been agreed that detailed work will now take place with residents and their families to ensure that appropriate alternative residential, nursing or day care provision is secured for those currently using Heathlands' Services.
- 2.2.2 Research shows that people with dementia benefit from living in an environment that is simply laid out; Heathlands was built in the 1970s at a time when spatial standards were inferior to those today. The building, with its small rooms, corridors and layout

does not easily lend itself to this description. Furthermore, it does not meet the current standards for residential care homes contained in guidance issued by the Care Quality Commission in 2015. Bringing the facility up to these standards would be economically unviable. Importantly, it would also mean that residents would have to be temporarily moved into alternative accommodation for a significant period of time.

- 2.2.3 At least in part because of these factors, Heathlands has had high vacancy rates since mid-2014 and currently there are only 10 residents living permanently at the home. There has also been a 40% drop in attendance at the Day Centre over the past 12 months. Due to these high vacancy rates, the unit cost of a bed at Heathlands is approximately £1,116 per week (compared to the Bracknell Usual Rate of £517.99 for a person with dementia) and the unit cost of a place at the day centre is an estimated £74 a day. This too is significantly more than comparable services elsewhere in Bracknell Forest.
- 2.2.4 It is recognised that moving an elderly resident from a care home is an unsettling process and a team of experienced officers will work with residents and their families to ensure that suitable alternative accommodation is identified and that all moves are as trouble free as possible.

2.3 Agency Workers Framework Tender Outcome

- 2.3.1 The Executive has agreed a new framework contract for the employment of agency workers which will run for four years from 2016 to 2020. The majority (75%) of the Council's spend on agency workers is spent on social workers and care staff within Adult Social Care, Health and Housing and Children, Young People and Learning, although the contract is not restricted to these areas. The framework will enable the Council to ensure that it has an effective and reliable contractor offering an efficient and reliable service.

Children, Young People and Learning

2.4 School Places Plan

- 2.4.1 The Council has a statutory duty to provide a school place for every child in the Borough who wants one. To help the Council fulfil this statutory duty the Executive has endorsed the School Places plan 2016-2020.
- 2.4.2 The School Places Plan has been produced following an annual review of future housing plans, numbers on roll and demographic data. There are currently 9,729 primary pupils and 6,608 secondary pupils in the Borough and it has been predicted that these figures will have risen to 11,498 primary pupils and 8,318 secondary pupils by the year 2020; increases of 18% and 26% respectively. The Borough has a robust track record of forecasting accurate figures for the number of school places required and it is expected that these forecasts will be accurate to within 1%.
- 2.4.3 The figures in the school places plan have been based on current house building programmes; deriving pupil yields from an assumed mix of dwellings at new development sites and the estimated construction programmes for each development. Forecasts have been made on a 'worst case' basis and individual school expansion schemes will be brought forward when short term forecasts demonstrate the need for expansion in a certain area.

2.5 School Admission Arrangements and Designated Areas for 2017/18

2.5.1 In 2015, in light of the new, large housing developments planned at Amen Corner, Warfield, Blue Mountain and the Transport Research Laboratory site in Crowthorne, school admissions criteria and designated areas were reviewed. Proposals for educational provision across the Borough were developed and, following a substantial public consultation, the Executive has now agreed the School Admission Arrangements for entry to the Borough's community schools for the 2016/17 academic year. Arrangements which will include the following key changes:

- i. The feeder primary school admission criterion will be removed from community secondary school admission arrangements
- ii. The existing shared designated areas for Binfield and Warfield and Whitegrove, College Town and Owlsmoor and New Scotland Hill and St. Michael's Sandhurst will be retained
- iii. New additional shared designation areas will be created for:
 - Quelm Park/Lawrence Hill between Sandy Lane and Warfield Primary Schools
 - Temple Park between Meadow Vale and Binfield Learning Village primary schools
 - The western half of the current Garth Hill College area between Binfield Learning Village (secondary) and Garth Hill College
 - The Amen Corner North development area between Binfield C of E and the new Amen Corner North Primary SchoolsThe TRL development between Crowthorne C of E, Hatch Ride and Oaklands Primary Schools
- iv. The roads that make up Chavey Down will be transferred from the designated area for Holly Spring Schools to the Winkfield St Mary's Primary School designated area
- v. The proposed secondary aged boundary between garth Hill College and Binfield Learning Village will be moved westwards to encompass roads up to and including the eastern side of Stoney Road.

2.5.2 The changes to designated areas have been made based on longer term development plans for the Borough and will ensure that designated areas will be in line with the number of houses and families within a schools area at any given time. In recognition of the fact that the changes could be disruptive to a small number of families who find their children attending a school that is no longer their designated area school it has been agreed that where a designated area has changed applications for younger siblings will, for the next six years, be processed as if they were living in the designated area of the same school as their older siblings.

2.6 Education Capital Programme – Great Hollands Primary School Expansion

2.6.1 The Executive has approved the contract award for the construction work to expand Great Hollands Primary School by one form entry to become a three form entry school. The project forms part of the previously approved Education Capital Programme and will help address the forecast shortfall of primary school places in south Bracknell by enabling the school to expand from 420 places to 630 places. The work is scheduled to start on site in February 2016 and will be completed by April 2018.

Culture, Corporate Services and Public Protection

2.7 Community Safety Partnership Strategic Assessment

- 2.7.1 The Crime and Disorder Act 1998 requires all community safety partnerships to carry out an annual audit of crime, disorder and drug misuse within their areas and use the outcomes of the audit to inform their Community Safety Plans which must be refreshed annually. As part of this process the Executive has endorsed the findings and priorities identified within the Community Safety Partnership Strategic Assessment.
- 2.7.2 The priorities are broadly the same as those identified in previous years and the Community Safety Partnership will continue to focus its priorities on reducing: violent offences, sexual offences, drug offences, domestic abuse, burglary, internet related crime and anti-social behaviour. There will also be a focus on preventative work aimed at reducing levels of youth crime.

Transformation & Finance

2.8 Commercial Investment Property Acquisition

- 2.8.1 Local authorities are facing unprecedented reductions in the funding received to support the delivery of services and the Council's Transformation Board has tasked its finance sub-group with the development of a Property Investment Strategy for the Borough which will help the Council develop sustainable income sources that will support the funding of direct services. In line with this ambition, the Executive has authorised the acquisition of a commercial site in the Borough. Agreement of the final price for the purchase will be made in conjunction with the Executive Member for Transformation and Finance and the Chief Executive.

2.9 Potential Acquisition of Former Magistrates' Court

- 2.9.1 The Ministry of Justice are seeking to dispose of the vacated Magistrates' Court in Bracknell town centre. Acquisition of the site would potentially give the Council control of the area surrounding Easthampstead House during any future comprehensive redevelopment scheme. Consequently the Executive has, again, authorised the acquisition of the site for the Council. Purchase of the Magistrates' Court will form part of the Capital Programme for 2016/17 which is scheduled for approval by full Council on 24 February 2016.

3 NOTIFICATION OF DELEGATED AND URGENT EXECUTIVE DECISIONS

- 3.1 On the 1 December 2015 the Leader permanently delegated to the Director of Corporate Services and Director of Environment, Culture & Communities either individually or collectively the authority to issue Community Protection Notices pursuant to Section 43 of the Anti-Social Behaviour Crime and Policing Act 2014 where the criteria for the issuing of such notices is satisfied.
- 3.2 On 8 January 2016, the Mayor agreed to waive the call-in process for the following Executive Member Decision: I056766 Binfield Neighbourhood Plan: Examiner's report and hold a referendum. It was agreed that call-in would be waived because the call-in period would unnecessarily delay the commencement of the process of 'making' the Binfield Neighbourhood Plan (i.e. bringing it into legal force), meaning

the weight that could be attached to the Neighbourhood Plan policies was less for a longer time. In addition, the statutory timeframes attached to the notification of referenda would result in the referendum scheduled for 3 March 2016 having to be rearranged if the call-in process had been implemented.

- 3.3 On 3 February 2016, notification was given of a decision to be made under the Council's General Exception rules for the following Executive decision I059292 General Fund Revenue Budget 2016/17 - Further Savings Proposals. The General Exception procedure was used because there had been insufficient time to give 28 clear days notice of the decision between the drawing up of the proposed savings and the Executive meeting on 23 February 2016 when the decision was to be made.

4 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 4.1 The Borough Solicitor's comments have been addressed in the reports to the Executive.

Borough Treasurer

- 4.2 The Borough Treasurer's comments have been addressed in the reports to the Executive.

Equalities Impact Assessment

- 4.3 Equalities issues, where appropriate, have been addressed in the reports to the Executive.

Strategic Risk Management Issues

- 4.4 Any strategic risks have been identified in the reports to the Executive.

Background Papers

Executive Agenda – 26 January 2016 and 9 February 2016

Contact for further information

Katharine Simpson, Corporate Services - 01344 352308
Katharine.simpson@bracknell-forest.gov.uk

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**TO: COUNCIL
24 FEBRUARY 2016**

**FINANCIAL PLANS AND REVENUE BUDGETS 2016/17
Borough Treasurer**

1 PURPOSE OF REPORT

- 1.1 At its meeting on 23 February 2016, the Executive considered the 2016/17 proposals for the revenue and capital budgets. The recommendations on these proposals are submitted to the Council by the Executive and are included in section 2 covering all planned spending, service developments and expenditure reductions for next year.
- 1.2 A separate document presents an overview of the Council's spending plans for 2016/17 and detailed budgets for the General Fund and capital programme. The document reflects the Executive's recommendations and includes the reports considered by it.
- 1.3 In order to set a legal budget the full Council must make a formal Council Tax resolution. The Localism Act 2011 has made a number of changes to the Local Government Finance Act 1992, and now requires the Council to calculate a council tax requirement for the year rather than a budget requirement. The appropriate resolution to give effect to the proposals contained in the separate budget report is included in section 3.
- 1.4 The Council Tax Resolution also refers to the Council's capital programme. The revenue budget proposals allow for a council funded capital programme of £59.983m recommended by the Executive.
- 1.5 The resolution in Section 3 also includes reference to the Council Tax for the Police and Crime Commissioner for the Thames Valley, the Royal Berkshire Fire Authority and all Parish Councils as the precepts of these bodies must be included in this Council's formal Council Tax Resolution. The precept for the Royal Berkshire Fire Authority will be agreed at its meeting on 17 February 2016. Revised paragraphs 3.5 and 3.6 of the Council Tax Resolution will be issued once the precept is agreed.

2 RECOMMENDATIONS SUBMITTED BY THE EXECUTIVE

2.1 Capital Programme 2016/17 - 2018/19

RECOMMENDED that:

- i) General Fund capital funding of £59.983m for 2016/17 in respect of those schemes listed on pages 229 to 233 be recommended to the Council;
- ii) The inclusion of an additional budget of £1m for 'Invest to Save' schemes be recommended to the Council;
- iii) The inclusion of £2.440m of expenditure to be funded from S106 as outlined in paragraph 5.33 on pages 225 and 226 and included on pages 229 to 233;

Unrestricted

- iv) That those schemes that attract external grant funding be recommended to the Council for inclusion within the 2016/17 capital programme at the level of funding received;

2.2 Revenue Budget 2016/17

RECOMMENDED that:

- i) The budget proposals set out in Table 1 (page 5), subject to the changes identified in sections 6.2 (page 6 and 7), 6.3 (pages 7 and 8), 7 (page 9) and 8.3 (pages 10 and 11) be agreed;
- ii) Fees and charges as set out on pages 97 to 186 be approved;
- iii) A provision for inflation of £0.765m be approved;
- iv) The commitment budget as set out in Annexe A be approved (page 25);
- vi) The Schools Budget be funded at the level set out in section 9.1 (pages 11 to 12) subject to any amendments agreed by the Executive Member for Children, Young People and Learning;
- vii) A contingency of £1.000m be included, use of which is authorised by the Chief Executive in consultation with the Borough Treasurer in accordance with the delegations included in the Council's constitution;
- viii) Subject to the above recommendations the revised draft budget proposals be agreed;
- ix) A contribution of £5.174m (after allowing for the loss of interest on the use of balances of £0.013m) be made from revenue balances to support revenue expenditure;
- x) Total net expenditure (after use of balances) of £65.104m, be approved;
- xi) The Council's Council Tax requirement, excluding Parish Council precepts, be set at £49.795m;
- xii) The Council Tax for the Council's services for each Valuation Band be set as follows:

Band	Tax Level Relative to Band D	£
A	6/9	758.40
B	7/9	884.80
C	8/9	1011.20
D	9/9	1137.60
E	11/9	1390.40
F	13/9	1643.20
G	15/9	1896.00
H	18/9	2275.20

At the meeting on 23 February 2016 the Executive recommended the 2016/17 Treasury Management Strategy Statement and noted that strategy together with the Prudential Indicators and the Minimum Revenue Provision Policy Statement were matters which the Council needed to approve.

Unrestricted

- xiii) The Council approves the following indicators, limits, strategies and policies included in Annex E (pages 53 to 74):
- The Prudential Indicators and Limits for 2016/17 to 2018/19 contained within Annex E(i);
 - The Minimum Revenue Provision (MRP) Policy contained within Annex E(ii);
 - The Treasury Management Strategy Statement, and the Treasury Prudential Indicators contained in Annex E(iii);
 - The Authorised Limit Prudential Indicator in Annex E(iii);
 - The Investment Strategy 2016/17 to 2018/19 and Treasury Management Limits on Activity contained in Annex E(iv);
- xiv) The formal Council Tax Resolution contained in section 3 be approved.

3 COUNCIL TAX RESOLUTION

3.1 That the recommendations of the Executive outlined in sections 2.1 and 2.2 be agreed.

3.2 That it be noted that the amounts calculated for the year 2016/17 in accordance with Section 67 of the Local Government Finance Act 1992 are :-

(a) **43,772 TAX BASE FOR THE WHOLE COUNCIL AREA**

being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as amended, as its council tax base for the year

(b) **TAX BASE FOR PART OF THE COUNCIL'S AREA**

EACH PARISH AREA

Binfield	3,697
Bracknell	18,601
Crowthorne	2,618
Sandhurst	7,720
Warfield	4,533
Winkfield	6,603

being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as amended, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate

3.3 That the following amounts be now calculated by the Council for the year 2016/17 in accordance with Sections 31 to 36 of the Local Government and Finance Act 1992 as amended (the Act), noting that Bracknell Town Council's (BTC) precept is subject to confirmation by BTC on 23 February:-

(a) £286,745,061 **TOTAL EXPENDITURE INCLUDING GENERAL FUND, PARISH PRECEPTS AND THE COUNCIL'S SHARE OF ANY DEFICIT ON THE COLLECTION FUND**

being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act

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- (b) £233,993,587 **TOTAL INCOME INCLUDING GOVERNMENT SUPPORT AND THE COUNCIL'S SHARE OF ANY SURPLUS ON THE COLLECTION FUND**

being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act

- (c) £52,751,474 **BOROUGH AND PARISH PRECEPTS NET EXPENDITURE TO BE FINANCED FROM COUNCIL TAX**

being the amount by which the aggregate at 3.3(a) above exceeds the aggregate at 3.3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year

- (d) £1,205.14 **AVERAGE BAND "D" COUNCIL TAX FOR WHOLE BOROUGH**

being the amount at 3.3(c) above, divided by the amount at 3.2(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its council tax for the year (including Parish precepts)

- (e) £2,956,447 **PARISH PRECEPTS**

being the aggregate amount of all special items referred to in Section 34(1) of the Act

- (f) £1,137.60 **BOROUGH COUNCIL TAX FOR BAND "D" PROPERTIES**

being the amount at 3.3(d) above less the result given by dividing the amount at 3.3(e) above by the amount at 3.2(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year if there were an area of the Borough to which no special item relates

Unrestricted

(g) Part of the Council's area **BOROUGH AND PARISH COUNCIL TAX FOR EACH PARISH FOR BAND "D"**

Binfield	£1,181.69
Bracknell	£1,216.26
Crowthorne	£1,208.99
Sandhurst	£1,210.89
Warfield	£1,171.59
Winkfield	£1,201.74

being the amounts given by adding to the amount at 3.3(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 3.2(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate

(h) Part of the Council's area **BOROUGH AND PARISH COUNCIL TAX IN EACH PARISH FOR EACH VALUATION BAND**

Parish	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Binfield	787.79	919.09	1,050.39	1,181.69	1,444.29	1,706.89	1,969.48	2,363.38
Bracknell	810.84	945.98	1,081.12	1,216.26	1,486.54	1,756.82	2,027.10	2,432.52
Crowthorne	805.99	940.33	1,074.66	1,208.99	1,477.65	1,746.32	2,014.98	2,417.98
Sandhurst	807.26	941.80	1,076.35	1,210.89	1,479.98	1,749.06	2,018.15	2,421.78
Warfield	781.06	911.24	1,041.41	1,171.59	1,431.94	1,692.30	1,952.65	2,343.18
Winkfield	801.16	934.69	1,068.21	1,201.74	1,468.79	1,735.85	2,002.90	2,403.48

being the amounts given by multiplying the amounts at 3.3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands

Unrestricted

3.4 That it be noted that for the year 2016/17 the Police and Crime Panel have stated the following amounts in precepts issued to the Council regarding the Police and Crime Commissioner for the Thames Valley, in accordance with Section 40 of the Act, for each of the categories of dwellings shown below:-

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Police and Crime Commissioner for the Thames Valley	111.31	129.86	148.41	166.96	204.06	241.16	278.27	333.92

3.5 That it be noted that for the year 2016/17 the Royal Berkshire Fire Authority have stated the following amounts in precepts issued to the Council, subject to confirmation by the Fire Authority on 17 February, in accordance with Section 40 of the Act, for each of the categories of dwellings shown below:-

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Royal Berkshire Fire Authority	<<<<<	<<<<<	<<<<<	<<<<<	<<<<<	<<<<<	<<<<<<	<<<<<<

3.6 That, having calculated the aggregate in each case of the amounts at 3.3(h), 3.4 and 3.5 above, the Council, in accordance with Section 30(2) of the Act, hereby sets the following amounts as the amounts of council tax for the year 2016/17 for each of the categories of dwellings shown below:-

(a) Part of the Council's area	TOTAL COUNCIL TAX FOR EACH VALUATION BAND							
	A	B	C	D	E	F	G	H
Parish	£	£	£	£	£	£	£	£
Binfield	<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<
Bracknell	<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<
Crowthorne	<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<
Sandhurst	<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<
Warfield	<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<
Winkfield	<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<	<<<<<<

4 REASONS FOR RECOMMENDATIONS

To enable the Council to make a formal Council Tax resolution by setting a revenue budget, Council Tax level and capital budget for 2016/17.

5 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Background information relating to the options considered is included in the supporting information.

6 SUPPORTING INFORMATION

- 6.1 The attached 'Financial Plans and Budget Supporting Information 2016/17' presents an overview of the Council's spending plans for 2016/17 and detailed budgets for the General Fund and capital programme. The document reflects the Executive's recommendations and includes summaries of the reports considered by it.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 7.1 Nothing to add to the report.

Borough Treasurer

- 7.2 The financial implications of this report are included in the supporting information.

Equalities Impact Assessment

- 7.3 The Council's budget proposals impact on a wide range of services. A detailed consultation was undertaken on the draft budget proposals published in December to provide individuals and groups the opportunity to provide comments.
- 7.4 None of the budget proposals require specific equality impact assessments to be carried out.

Strategic Risk Management Issues

- 7.5 The supporting information sets out the key risks facing the Council's budget and the arrangements in place to manage these risks, including maintaining an appropriate level of reserves and contingency.

8 CONSULTATION

- 8.1 Details of the consultation process and responses received are included in the supporting information.

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Contact for further information

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TO: COUNCIL
24 FEBRUARY 2016

APPOINTMENT OF MONITORING OFFICER Director of Corporate Services – Legal Services

1 PURPOSE OF REPORT

- 1.1 To formally confirm the appointment of the Council's Monitoring Officer to comply with the requirements of Section 5 of the Local Government and Housing Act 1989 (as amended).

2 RECOMMENDATION

- 2.1 **That the Borough Solicitor, Sanjay Prashar, be formally designated as Monitoring Officer and that such designation be retrospectively implemented from 29 June 2015 to coincide with his appointment.**

3 REASONS FOR RECOMMENDATION

- 3.1 Under Section 5 of the Local Government & Housing Act 1989 (as amended), the Council has a duty to appoint a Monitoring Officer. Neither the Head of Paid Service nor the Chief Finance Officer can hold the position of Monitoring Officer.
- 3.2 The Monitoring Officer has a number of statutory duties and responsibilities relating to the Council's Constitution and its arrangements for effective governance. These duties include maintaining the Constitution, ensuring that no decision or omission of the Council is likely to give rise to illegality or maladministration and promoting high standards of conduct. The Monitoring Officer functions are set out fully within Part 1 Section 9 of the Councils' Constitution.
- 3.3 The Council did not formally agree this designation on appointment in June though it was included as a specific element of the advertised post and in the brief for the Appointments Committee which the Council agreed on 26 November 2014.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 To appoint another officer of the Council- this is not recommended as there are advantages to appointing the senior legal expert as Monitoring Officer

5 SUPPORTING INFORMATION

- 5.1 The initial appointment of Mr Prashar as Borough Solicitor was made pursuant to a decision of the Member Appointment Panel supported by the Chief Executive and Head of Human Resources. The appointment incorporated his designation as Statutory Monitoring Officer and that designation is now put forward for adoption by the Council in accordance with its constitution.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 There are no additional legal implications other than those set out in the report.

Borough Treasurer

- 6.2 There are no financial implications arising from the recommendations in this report.

Equalities Impact Assessment

- 6.3 Not required

Strategic Risk Management Issues

- 6.4 None

7 CONSULTATION

- 7.1 None

Background Papers

None

Contact for further information

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