

AGENDA

For the Council meeting to be held on
Wednesday 1 March 2017.

Timothy Wheadon, Chief Executive

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Published: 21 February 2017





NOTICE OF MEETING

Council

Wednesday 1 March 2017, 7.30 pm

Council Chamber, Fourth Floor, Easthampstead House, Bracknell

To: The Council

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



TIMOTHY WHEADON
Chief Executive

Council

Wednesday 1 March 2017, 7.30 pm

**Council Chamber, Fourth Floor, Easthampstead House,
Bracknell**

Sound recording, photographing, filming and use of social media at meetings which are held in public are permitted. Those wishing to record proceedings at a meeting are however advised to contact the Democratic Services Officer named as the contact for further information on the front of this agenda as early as possible before the start of the meeting so that any special arrangements can be made.

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 18 January 2017.

5 - 10

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. **Presentation from Royal Berkshire Fire and Rescue Service**

Chief Fire Officer, Andy Fry and representatives from Royal Berkshire Fire and Rescue Service will be attending the meeting to deliver a presentation on the public consultation running until 13 March 2017 on the future shape and priorities for Berkshire. Further information about the consultation can be found at www.rbfrs.co.uk/consultation

5. **Mayor's Announcements**

6. **Executive Report**

To receive the Leader's report on the work of the Executive since the Council meeting held on 18 January 2017.

11 - 16

7. **Financial Plans and Revenue Budgets**

To resolve recommendations in respect of:

- Capital Programme 2017/18 - 2019/20
- Revenue Budget 2017/18 (including Fees and Charges)
- Council Tax 2017/18

17 - 24

The supporting information has been circulated separately to this agenda and is available at <http://democratic.bracknell-forest.gov.uk>

8. **Recommendation of the Governance and Audit Committee**

To consider the recommendation of the Governance and Audit Committee, to authorise the Borough Treasurer to opt in to the Public Sector Auditor Appointments collective procurement arrangement to appoint an External Auditor from the 2018/19 financial year.

25 - 28

9. **Membership of Committees**

To receive a report regarding a substitute appointment to the Governance and Audit Committee.

29 - 30

COUNCIL
18 JANUARY 2017
7.40 - 9.10 PM



Present:

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

Apologies for absence were received from:

Councillors Mrs Angell, Angell, Finnie, Mrs Mattick and Thompson

33. Minutes of Previous Meeting

RESOLVED that the minutes of the Council meeting held on 30 November 2016 be approved and signed by the Mayor as a correct record.

34. Declarations of Interest

The Mayor declared an affected interest in Agenda Item 5: Executive Report, recommendation 5.1.2 which related to South Hill Park, of which the Mayor was a trustee. The Mayor stated that he would leave the room for this part of the item.

Councillors D. Birch and Heydon declared a pecuniary interest in Agenda Item 5: Executive Report, in relation to the draft Capital Programme 2017/18 as Board Members of Downshire Homes Board.

35. Mayor's Announcements

Wellington College

The Mayor welcomed Julian Thomas, Master at Wellington College to speak about his role at Wellington College.

The Master stated that it was an incredible time to be running a school, given the pace of change since the 1980's, the Internet age and the growing number of jobs that had been taken over by automation (30%) all these things made education at this time an exciting prospect. However against this pace of change, stood education systems in the UK which had changed very little since Wellington College had been founded in 1859. The Master felt strongly that the over reliance on a system that focussed on exam and exam results did not inspire children to learn. This had been the basis of the Master's decision last year to withdraw from league tables despite the Colleges' good performance. This system based on examinations was originally designed for middle class, predominantly boys to equip them to run businesses.

The Master stated that Wellington College aimed to provide their pupils with a skill set that would equip them to do a range of things as well as inspire them to learn. The video clip of the Master's entrance to Speech day demonstrated this as this had been designed and produced by the pupils themselves.

The Master stated that social media often created pressure on children, leading children to believe they needed to craft a lifestyle to portray on social media. It was therefore important to develop an atmosphere that allowed children to be individuals and encouraged individuality and equipped them to be independent and resilient.

Finally, the Master stated that he wanted his school to be inclusive and not seen as elitist. Wellington College sponsored three academy schools and had opened seven international schools and was keen to foster cross sector collaboration. He was pleased to have worked with several Bracknell Forest head teachers and was keen to work with the Council also.

In response to Members' queries, the Master made the following points:

- The Master had been head hunted by Wellington College, following his involvement in turning round a failing school.
- Political discourse was encouraged amongst pupils, although it could be difficult it was important that pupils could debate confidently.
- The Master did not believe that standards of education were falling behind other parts of the world, he stated that children today generally worked harder, were assessed much more and felt greater pressure. He stated that children in the UK were good at taking exams however this did not mean that they were educated well.
- Happiness lessons had been delivered at Wellington College and at the time they were introduced they were much derided. Going forward every school now delivered some kind of mental health and wellbeing learning to their pupils.

Gavin McMinn, Deputy Head Boy, Garth Hill College

The Mayor welcomed Gavin McMinn, Deputy Head Boy from Garth Hill College who was accompanied by Nick Huskinson, Assistant Principal to speak about young people and building the bridge of employment with the Council and schools.

Gavin McMinn urged the Council to be a beacon of hope for young people and to support them so that they could reach their full potential. This included encouraging the private and public sector to offer more opportunities and careers such as apprenticeships to young people so that they could achieve their goals and aspirations.

Executive Member for Culture, Corporate Services and Public Protection

Councillor McCracken was pleased to announce that the Lexicon Bracknell Half Marathon 2017 would take place on Sunday 7 May.

Councillor McCracken advised that the shared Regulatory Service with Wokingham and West Berkshire Councils was now operational and 22 employees had transferred to this new service arrangement and were now employed by West Berkshire Borough Council. Councillor McCracken recorded his thanks to these staff and for their work for the Council over the years.

Councillor McCracken was pleased to announce that the Council had won the 'Loo of the Year Award' for the 23rd consecutive year.

Executive Member for the Environment

Councillor Mrs Hayes announced that there would be a waste and recycling training session run by Love Food, Hate Waste on Thursday 26 January, between 9am-12noon at the Open Learning Centre, Bracknell. She encouraged Members to attend the session if they were able.

Councillor Mrs Hayes reported that there would be a session on Waste in Planning on 23 February at 6pm in the Council Chamber to precede the Planning Committee.

Executive Member for Adult Social Care, Health & Housing

Councillor Birch was pleased to report that through a great deal of hard work, there were now only two single people staying in Bed and Breakfast accommodation outside the Borough. Given the current economic environment, this was remarkable.

Councillor Birch was pleased to report that following the work of the Downshire Homes Board and the use of Tenterden Lodge, the Council had been able to generate £2.5m savings. This work had been recognised by the BBC.

Councillor Birch announced that the Bracknell Forest Council Housing Portal now had a new feature called 'My Advice' which would advise residents of likely options available to them.

Councillor Birch advised that Forest Care was now registered with the Care Quality Commission and was now providing additional services to help the frail and elderly. This had the benefit that it prevented some people from contacting the ambulance service as well as taking some pressure away from A&E.

Councillor Birch was pleased to announce that the Council's Self Care Week had been hugely successful and had exceeded all expectations. 500 young people had engaged in wellbeing support which took some pressure away from the Child & Adolescent Mental Health Service. 275 people had received falls prevention advice and as a result a reduction had been seen in falls related admissions to hospital. Finally, 751 people had successfully participated in weight management schemes. Councillor Birch thanked all those that had been involved in delivering this work.

Burns Supper

The Mayor announced that there would be a Burns Supper on Friday 10 February at the Stirrups Country Manor Hotel, if Members wished to attend they should book their place as soon as possible.

Mayor's Quiz Night

The Mayor announced that this would be held on Friday 24 February and the theme for the evening would be the film Grease. Members were encouraged to attend.

36. **Executive Report**

The Leader of the Council, Councillor Bettison OBE, presented his report on the work of the Executive since that reported at the Council meeting on 30 November 2016.

The Executive had met once on 13 December 2016.

The Leader highlighted the following matters that had been considered:

- Revenue and capital proposals had been agreed for consultation and the Local Government Finance settlement had been published in late December. Government figures assumed a 5% Council Tax increase and 900 new houses by April 2017. There would be a further review at the February meeting of the Executive.
- £190k improvement work at South Hill Park was being recommended to Council.
- Some work had been undertaken on a Local Council Tax Discount Scheme to support the most vulnerable in the Borough. The Leader reported that a great deal of work had gone into this scheme and he outlined the key elements of the scheme.
- The Leader thanked Overview and Scrutiny Members for a very comprehensive and valuable piece of work on GP capacity. He reported that the Executive had fully endorsed two of the recommendations made and amended and accepted the third recommendation made.
- The Leader reported that the Council Plan Overview Report showed that more than 90% of key actions were on track or completed.

Councillors Birch and Heydon declared an interest in the Capital Programme part of this item as Board Members of the Downshire Homes Board.

In response to a query about the Local Council Tax Discount Scheme, the Executive Member for Adult Social Care, Health & Housing reported that a great deal of work had gone into developing this Scheme and the Scheme had been consulted upon. There was a hardship fund available for those in genuine difficulty. The Scheme would be reviewed on an annual basis and if it was discovered that disproportionate hardship was being caused, the Scheme could be adjusted.

The agenda report contained recommendations that the Council was asked to resolve.

The Mayor declared an affected interest in Agenda Item 5: Executive Report, recommendation 5.1.2 which related to South Hill Park, of which the Mayor was a trustee. The Mayor left the room whilst this item was discussed.

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

RESOLVED that:

- i) £190,000 capital funding be released in 2016/17 from the 2017/18 Capital Programme to fund the investment required at South Hill Park

On the proposition of Councillor Birch, Executive Member for Adult Social Care, Health & Housing, seconded by Councillor McCracken, Executive Member for Culture, Corporate Services and Public Protection, it was **RESOLVED** that:

- ii) the Local Council Tax Discount Scheme and the Local Council Tax Discount Summary Scheme be adopted
- iii) the operation of the Local Council Tax Discount Scheme be delegated to the Director of Adult Social Care, Health & Housing

37. **Annual Pay Policy Statement**

The Council considered the Pay Policy Statement for 2017/18.

On the proposition of Councillor McLean, seconded by Councillor Allen, it was

RESOLVED that the Pay Policy Statement for 2017/18 be agreed.

38. Membership of Committees and External Body Representation

The Council considered the report seeking the Council's approval to the appointment of Members to fill vacancies on committees.

On the proposition of Councillor Bettison OBE, Leader of the Council seconded by Councillor Allen, it was

RESOLVED that the tabled recommendations be approved:

- i) to nominate Councillor Dr Hill as the Council's representative for the Standing Conference for Archives and
- ii) to note that the Leader had appointed Councillor Mrs Ingham to the Bracknell Forest Access Group.

39. Questions Submitted Under Council Procedure Rule 10

Councillor Mrs Temperton asked Councillor Dr Barnard, Executive Member for Children, Young People and Learning the following published question:

A considerable number of children and young people in Bracknell Forest have the responsibility 24/7 for the care and well-being of their parent and siblings. Last year the Council's support for the identified Young Carers was taken 'in house'.

What support is now given and what has been the impact on the life chances and emotional well-being of these Young Carers?

In response Councillor Dr Barnard stated that the original service for young carers was good but that a tailored and individualised support was seen to be needed and so the decision was taken to bring the service in house to provide this.

Currently 165 young carers had been identified and an action plan had been developed to support these young carers, it was noteworthy that not all young carers wanted the support of the local authority.

A Young Carer Group had been established. One of the main areas of work had been to ensure that young carers were school ready when they presented at school in the morning. This work had involved close working with schools and welfare teams.

Councillor Mrs Temperton stated that she would be keen to see a report on the impact of this work with reporting being included in quarterly service reports, to ensure that these young people were kept in the forefront on the Council's concerns.

The Executive Member for Children, Young People & Learning stated that he would be happy to report on impact once this data had been gathered.

MAYOR

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To: COUNCIL
1 MARCH 2017

EXECUTIVE REPORT TO COUNCIL The Leader

1 PURPOSE OF REPORT

- 1.1 Since the Council meeting on 18 January 2017, the Executive has met twice on 24 January 2017 and 14 February 2017. This report summarises decisions taken at those meetings by reference to the relevant portfolio within which they fall.
- 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 RECOMMENDATION

- 2.1 Council is asked to note the Executive decisions detailed in this report taken since the last Council meeting on 18 January 2017.

3 REASONS FOR RECOMMENDATIONS

- 3.1 The reasons for recommendations are set out in the supporting information and in the reports considered by the Executive.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Alternative options are discussed in the relevant individual reports considered by the Executive.

5 SUPPORTING INFORMATION

Transformation and Finance

5.1 Transformation Programme – Leisure Review Procurement Plan

- 5.1.1 The Executive approved the Procurement Plan for the market testing and potential outsourcing of three major leisure sites; Bracknell Leisure Centre, Coral Reef and Downshire Golf Complex as part of the wider Leisure Review that is currently underway.
- 5.1.2 The Leisure review forms part of the Council's wider Transformation Programme and has been exploring the ways to deliver savings of up to £1m. The Plan Phase Gateway review held on 8 December 2016 saw members support the direction of travel to market test these sites, and also support the Heads of Terms upon which any agreement with a contractor will be based.

Children, Young People & Learning

5.2 Learning Improvement Strategy Framework

5.2.1 The Executive approved the Learning Improvement Strategy Framework. This Framework is a key plan of the partnership with schools to fulfil the Council's statutory duties.

5.2.2 The Council is consistently praised and recognised in Ofsted reports for its level of support to schools. It is now necessary to build on this work to ensure that Department for Education's guidance with regard to schools causing concern is developed. All local authorities have a legal duty to promote high standards and the fulfilment of children and young people's potential. Under section 13A of the Education Act 1996 local authorities must:

- Promote high standards in schools and other providers
- Ensure fair access to opportunity for education and training
- Promote the fulfilment of learning potential

The new framework will allow the Council to do this.

5.3 School Capacity Strategy & School Places Plan

5.3.1 The Executive approved the School Places Plan 2016-2021, including the 2016-based pupil forecasts and the School Capacity Strategy 2016–2021 which details the construction works anticipated on school sites to deliver school places for Bracknell Forest children.

5.3.2 The Council has a statutory duty to provide a school place for every child in the Borough who wants one. Forecasts of pupil numbers are produced annually on a 'realistic case' basis. However, to deliver required places schemes are only brought forward for implementation as and when need is demonstrated. Future housing is the greatest factor in the growth in pupil numbers.

5.3.3 Primary numbers are forecast to increase by 20% by 2021 – an additional 1,504 pupils. Secondary numbers are forecast to rise by 27% (1,476 additional students) in the same period. A plan to deliver the additional places needed to September 2018 is in place, subject to Executive approval of the 2017/18 capital programme proposals.

5.4 Outcome of the External Review of the use of the High Needs Funding Block (DfE funding for education services)

5.4.1 The Executive approved the implementation of the recommendations given within the High Needs Block Funding review report, subject to sufficient resources. The recommendations have implications for the nature of Bracknell Forest's provision for Special Educational Needs and Alternative Education.

5.4.2 This will affect all schools in the area and require future negotiations with current specialist provision at Kennel Lane School, College Hall, out of area providers and additional resource centres regarding funding levels and provision.

5.5 Corporate Parenting Support for Care Leavers

- 5.5.1 The Executive noted the positive work that the Council was doing in its role as Corporate Parent and agreed that, as part of the ongoing support to care leavers in its role as Corporate Parent, Council Tax exemption should be granted to care leavers aged 18-21.
- 5.5.2 Corporate Parenting is the term used for the collective responsibility of the Council and partners to ensure the care and protection of children and young people in care and care leavers. The Council's role as Corporate Parent to care leavers is one that is taken seriously and this group of young people are a legitimate priority for this exemption.
- 5.5.3 A range of local authorities across the country have introduced measures to exempt care leavers from Council Tax, following publication of The Children's Society's 'Wolf at the Door' report 2015, which shows care leavers to be a group who are particularly vulnerable to falling into Council Tax debt when they move into independent accommodation for the first time. As responsible Corporate Parents we want to assist our care leavers to work towards managing independent living in a positive and supportive way.

Environment

5.6 Local Flood Risk Management Strategy 2017-2020

- 5.6.1 The Executive approved the Local Flood Risk Management Strategy 2017-2020. The Council has a number of significant duties in respect of flood risk management and must comply with the Floods and Water Management Act (FWMA) (2010) to manage present and future flood risk holistically and in a sustainable manner.
- 5.6.2 The FWMA places responsibilities on the Council to maintain and update an Asset Register, to designate structures, to investigate flooding incidents and to be the responsible authority for Surface Water flooding and Groundwater flooding.
- 5.6.3 Preparation of the Local Flood Risk Management Strategy (LFRMS) is one of the key duties placed on the Council. The current LFRMS covered dated 2013–2016 and has therefore been updated for 2017–2020.
- 5.6.4 Balanced against a backdrop of increased national public awareness of flooding and decreasing resource levels the LFRMS must determine how flood risk is to be managed in a way that is proportionate to the local level of risk. The borough has been classified as at low risk of flooding (from fluvial, groundwater or surface water) and we are fortunate not to have the significant river related flood issues that many authorities have.

Adult Services, Health & Housing

5.7 Options for Joint Commissioning of Elderly Mentally Infirm (EMI) Care Home Beds

- 5.7.1 The Executive agreed to enter into a funding agreement with NHS and local authority partners to finance the development of a full business case in respect of developing a new care home on part of the Heathlands site.

5.7.2 In April 2016, the Council recommissioned the provision of care from the 40 bedded residential care home and day centre formerly provided by the Council at Heathlands. As a result the day centre closed, because;

- the residential care home did not meet modern standards for care homes, and people were choosing to go other residential care homes.
- the cost of bringing the home up to acceptable standards were very high.
- the works required would have necessitated moving all the residents at Heathlands to alternative homes in the area
- the Council's strategy is to ensure adequate supply of alternative solutions to care homes including, for example, Extra Care housing, or housing to meet the needs of people with Learning Disabilities. In this respect the strategic housing market assessment has predicted that there will be a need for 1320 specialist housing units for older people by 2030 in Bracknell Forest. Whatever option is chosen for the Council for the housing will be on the basis of what is the best business case, including revenue finances, and capital contributions to the scheme.

5.8 Charging Options for Care and Support at Home

5.8.1 The Executive agreed that consultation be undertaken on potential changes to the Charging Policy for Adult Social Care Services, aligned to transformation in the provision of the support offer at night. If implemented, full account will be taken of the income received by people receiving the higher rate of benefit from Attendance Allowance, Disability Living Allowance and Personal Independence Payments when financially assessing someone in receipt of Adult Social Care.

5.8.2 There is limited provision of in-home support at night in Bracknell Forest. A number of people do have live-in carers, and a further small cohort have scheduled night time visits from a care home provider. This leaves a gap for people who may need occasional support, but do not need regular support. Most of these individuals will have been assessed by the Department of Work & Pensions as being in need of night time support, and therefore eligible for the night time component of one of the benefits listed above, but may not have been assessed by Adult Social Care as being eligible for support, as the thresholds differ.

5.8.3 For a fee, Forestcare would be able to offer a "pop in" service for those occasions when people need attending to. If people utilise this service, the fee they pay would be completely taken into account in the new financial assessment proposed above.

5.8.4 There is a strong preventative element to this set of proposals. A lack of uptake or unavailability of night time care services is likely to increase admissions to long term residential care. Research into the determinants of permanent admission to residential care has identified incontinence related issues to be a major predictor. It is night time care services that are the best placed to support these issues and hence delay or even prevent admission from residential care becoming necessary.

Culture, Corporate Services and Public Protection

5.9 One Public Estate Authority & Governance for Participation in the Berkshire Property Partnership

5.9.1 The Executive agreed the Terms of Reference for the Berkshire Property Partnership to ensure that the appropriate governance arrangements are in place for the pan Berkshire One Public Estate programme.

5.10 London Road (Strong's Heath) Landfill Site, Part Disposal

- 5.10.1 The Executive agreed to defer any decision to dispose of part of this site and agreed to reconsider the proposal in June 2017, by which time further work will have concluded to address the future management of the entire Strong's Heath site.

Planning and Transport

5.11 Direction under Article 4(1) of the Town and Country Planning (General Permitted Development) Order 1995 (as amended)

- 5.11.1 The Executive gave approval to pursue the making of a non-immediate Article 4 Direction to remove the permitted development right to change offices to residential use without the need for planning permission within certain key business areas in the Borough.
- 5.11.2 Recent evidence gathered for the emerging Local Plan has shown that over the last ten years there has been a net loss of employment floor space in the Borough. The study also recommends that Bracknell Forest Council should be planning for an increase of nearly 350,000 sqm of additional employment floor space to support economic growth.
- 5.11.3 The Council is also aware of concerns raised by some local employers that the change of use of neighbouring office buildings within an established employment area to residential uses would undermine the quality of the environment as an attractive business location.
- 5.11.4 In order to preserve and control the character of the Borough's key business areas as attractive locations for occupiers of office space and help reduce the loss of much needed office floor space it is proposed to remove the permitted development right for such changes of use.
- 5.11.5 Appendix B in the Executive agenda papers identifies the areas which the Council is seeking to protect. These areas are also those protected in the Council's Development Plan as defined employment areas. These cover the Western Business Area in Bracknell, the Eastern Business Area in Bracknell, and the Southern Business Area in Bracknell.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

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

Borough Treasurer

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

Equalities Impact Assessment

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

Strategic Risk Management Issues

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

Background Papers

Executive Agenda – 24 January 2017 and 14 February 2017

Contact for further information

Priya Patel, Corporate Services - 01344 352233

Priya.patel@bracknell-forest.gov.uk

**TO: COUNCIL
1 MARCH 2017**

**FINANCIAL PLANS AND REVENUE BUDGETS 2017/18
Borough Treasurer**

1 PURPOSE OF REPORT

- 1.1 At its meeting on 14 February 2017, the Executive considered the 2017/18 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 2017/18 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 £50.075m 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 (RBFA) 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 RBFA will be agreed at its meeting on 27 February 2017. The Council Tax Resolution assumes a 1.99% increase in the RBFA precept; however should this prove to be incorrect paragraphs 3.5 and 3.6 of the Council Tax Resolution will be revised and re-issued once the precept is agreed.
- 1.6 The Final Local Government Financial Settlement was published on 20 February. There were no changes in funding compared to the Provisional Settlement.

2 RECOMMENDATIONS SUBMITTED BY THE EXECUTIVE

2.1 Capital Programme 2017/18 - 2019/20

RECOMMENDED that:

- i) General Fund capital funding of £69.083m for 2017/18 in respect of those schemes listed on pages 174 to 178 be recommended to the Council;
- ii) The inclusion of an additional budget of £1m for 'Invest to Save'

- iii) schemes be recommended to the Council;
The inclusion of £0.942m of expenditure to be funded from S106 as outlined in the summary report for Council (page 172) and included on pages 174 to 178;
- iv) That those schemes that attract external grant funding be recommended to the Council for inclusion within the 2017/18 capital programme at the level of funding received;
- v) That funding of £0.473m be released through a supplementary capital approval in 2016/17 for the schemes included in para 5.30 of the Executive Report (this is available at <https://democratic.bracknell-forest.gov.uk/ieListDocuments.aspx?CId=102&MId=6691&Ver=4>)

2.2 Revenue Budget 2017/18

RECOMMENDED that:

- i) The budget proposals set out in Table 1 (page 4) of the summary report for Council, subject to the changes identified in sections 3.2 (page 5), 3.3 (pages 6 and 7), 3.5 (page 7), 3.7 (page 8), 3.8 (pages 8 to 10) and 7.2 (page 19) of the report, be agreed;
- ii) Fees and charges as set out on pages 79 to 158 be approved;
- iii) A provision for inflation of £1.553m be approved;
- iv) The commitment budget as set out in Annexe A be approved (pages 21 to 22);
- v) The Schools Budget be funded at the level set out in section 4.1 (pages 10 to 11) of the summary report for Council, subject to any amendments agreed by the Executive Member for Children, Young People and Learning;
- vi) A contingency of £2.000m 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;
- vii) Subject to the above recommendations the revised draft budget proposals be agreed;
- viii) A contribution of £2.568m (after allowing for additional interest from the use of balances of £0.026m) be made from revenue balances to support revenue expenditure;
- ix) Total net expenditure (after use of balances) of £85.773m, be approved;
- x) The Council's Council Tax requirement, excluding Parish Council precepts, be set at £53.247m;
- xi) 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	796.26
B	7/9	928.97
C	8/9	1,061.68
D	9/9	1,194.39
E	11/9	1,459.81
F	13/9	1,725.23
G	15/9	1,990.65
H	18/9	2,388.78

At the meeting on 14 February 2017 the Executive recommended the 2017/18 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.

- xii) The Council approves the following indicators, limits, strategies and policies included in Annexe E (pages 49 to 70):
- The Prudential Indicators and Limits for 2017/18 to 2019/20 contained within Annexe E(i);
 - The Minimum Revenue Provision (MRP) Policy contained within Annexe E(ii);
 - The Treasury Management Strategy Statement, and the Treasury Prudential Indicators contained in Annexe E(iii);
 - The Authorised Limit Prudential Indicator in Annexe E(iii);
 - The Investment Strategy 2017/18 to 2019/20 and Treasury Management Limits on Activity contained in Annexe E(iv);
- xiii) 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 2017/18 in accordance with Section 67 of the Local Government Finance Act 1992 are :-

(a) **44,581 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	3,796
Bracknell	19,006
Crowthorne	2,689
Sandhurst	7,788
Warfield	4,643
Winkfield	6,659

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

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3.3 That the following amounts be now calculated by the Council for the year 2017/18 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 21 February:-

(a) £273,435,227 **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

(b) £217,030,632 **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) £56,404,595 **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) £1,265.22 **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) £3,157,494 **PARISH PRECEPTS**

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

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(f) £1,194.39 **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

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

Binfield	£1,240.81
Bracknell	£1,278.05
Crowthorne	£1,267.24
Sandhurst	£1,267.68
Warfield	£1,230.00
Winkfield	£1,263.35

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	827.21	965.07	1,102.94	1,240.81	1,516.55	1,792.28	2,068.02	2,481.62
Bracknell	852.03	994.04	1,136.04	1,278.05	1,562.06	1,846.07	2,130.08	2,556.10
Crowthorne	844.83	985.63	1,126.44	1,267.24	1,548.85	1,830.46	2,112.07	2,534.48
Sandhurst	845.12	985.97	1,126.83	1,267.68	1,549.39	1,831.09	2,112.80	2,535.36
Warfield	820.00	956.67	1,093.33	1,230.00	1,503.33	1,776.67	2,050.00	2,460.00
Winkfield	842.23	982.61	1,122.98	1,263.35	1,544.09	1,824.84	2,105.58	2,526.70

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

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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

- 3.4 That it be noted that for the year 2017/18 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	113.52	132.44	151.36	170.28	208.12	245.96	283.80	340.56

- 3.5 That it be noted that for the year 2017/18 the Royal Berkshire Fire Authority have stated the following amounts in precepts issued to the Council, subject to confirmation by the Fire Authority on 27 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	41.66	48.60	55.55	62.49	76.38	90.26	104.15	124.98

- 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							
Parish	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Binfield	982.39	1,146.11	1,309.85	1,473.58	1,801.05	2,128.50	2,455.97	2,947.16
Bracknell	1,007.21	1,175.08	1,342.95	1,510.82	1,846.56	2,182.29	2,518.03	3,021.64
Crowthorne	1,000.01	1,166.67	1,333.35	1,500.01	1,833.35	2,166.68	2,500.02	3,000.02
Sandhurst	1,000.30	1,167.01	1,333.74	1,500.45	1,833.89	2,167.31	2,500.75	3,000.90
Warfield	975.18	1,137.71	1,300.24	1,462.77	1,787.83	2,112.89	2,437.95	2,925.54
Winkfield	997.41	1,163.65	1,329.89	1,496.12	1,828.59	2,161.06	2,493.53	2,992.24

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 2017/18.

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 2017/18' presents an overview of the Council's spending plans for 2017/18 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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TO COUNCIL
1 MARCH 2017

RECOMMENDATION OF THE GOVERNANCE AND AUDIT COMMITTEE
Director of Corporate Services – Finance

1 PURPOSE OF REPORT

- 1.1 This report seeks Council endorsement to the recommendation of the Governance & Audit Committee agreed at its meeting on 25 January 2017, that this Council shall join the Public Sector Auditor Appointments collective procurement arrangement to appoint an External Auditor from the 2018/19 financial year.

2 RECOMMENDATION

- 2.1 **That the Borough Treasurer is authorised on behalf of the Council to opt in to the Public Sector Auditor Appointments collective procurement arrangement to appoint an External Auditor from the 2018/19 financial year, on the grounds that this approach is most likely to achieve best value.**

3 REASONS FOR RECOMMENDATION

- 3.1 To give effect to the recommendation of the Governance & Audit Committee.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 The Governance and Audit Committee considered and rejected the alternative option of the Council undertaking its own procurement or doing so in partnership with one or more local council, which would involve establishing an independent Auditor Panel to advise on the selection process.

5 SUPPORTING INFORMATION

Background

- 5.1 At its meeting on 25 January 2017 the Governance and Audit Committee received a report from the Borough Treasurer setting out changes to the process for appointing External Auditors under the Local Audit and Accountability Act 2014, following the closure of the Audit Commission which had previously undertaken this role for local authorities and the NHS. This followed a report to the Committee in March 2016 that had set out in detail the context that had led to the new national arrangements and the Government's delegation of powers to Public Sector Audit Appointments Ltd (PSAA) to appoint external auditors for a transitional period that ends following audit of the 2017/18 accounts.
- 5.3 PSAA is a company limited by guarantee without any share capital and is a subsidiary of the Improvement and Development Agency (IDeA) which is wholly owned by the Local Government Association. PSAA is currently responsible for appointing auditors to local government, police and local NHS bodies, for setting audit fees and for making arrangements for the certification of housing benefit subsidy claims.
- 5.4 With the transitional arrangements coming to an end effectively later this year, Councils now need to put plans in place to appoint their local external auditors by 31 December 2017, so that the new auditors are in place by 1st April 2018. They

will only be able to appoint an audit firm from a register of firms licensed by the registered supervisory bodies (under delegation from the Financial Reporting Council), hence the market will effectively be limited to firms who are currently undertaking external audit work for local authorities. As an indication, PSAA currently only contracts with five audit firms for the delivery of public sector external audit.

- 5.5 The Committee noted that a number of options exist for councils to consider, as follows:
- i) Opt in to a collective procurement arrangement established by the local government sector, through “an appointing person” under the Local Audit (Appointing Person) Regulations;
 - ii) Undertake their own individual procurement process. This would need to be supported by the creation of an independent Auditor Panel to advise on the selection and appointment of a local external auditor and policies to govern the relationship between the council and the auditor;
 - iii) Work with one or more other councils to undertake a joint procurement process, potentially creating a joint Auditor Panel to advise.
- 5.6 In July 2016, the Secretary of State for Communities and Local Government officially recognised PSAA as an “appointing person” able to act on behalf of local authorities in auditor appointments. This has happened with the support of the LGA, which had an objective of “establishing a national sector-led body which is able to deliver high quality, economic and efficient external audit arrangements for all authorities that choose to opt into its scheme”. In effect, the PSAA is a shared service arrangement that is open to all local authorities.
- 5.8 PSAA issued a prospectus in August 2016 and subsequently invitations to all authorities on 27 October 2016 to opt in to its collective arrangements. An outline procurement strategy was published in November 2016 that sets out how PSAA intends to fulfil the LGA’s objectives in practice. The prospectus and procurement strategy can be found on the PSAA website (www.psa.co.uk) and are attached as background information at Annexes A and B of this report.
- 5.9 The closing date for acceptance of the opt-in invitation is 9 March 2017. Effectively this means that all authorities need to have reached an agreed Full Council position for the appointment of their local auditor by that date.
- 5.9 As at 4 January 2017, 177 of the 493 eligible local authorities had formally opted in to PSAA, including 31 unitary and county councils. The Borough Treasurer also sought information on the intention of other unitary authorities across the country. At the time of the Governance and Audit Committee meeting, of the 33 authorities which responded, 31 intended to opt in to the PSAA arrangement, 1 was yet to decide and only 1 was set to take its own path.
- 5.7 Having considered the available options and the advantages and disadvantages of each, the Committee resolved to support the Borough Treasurer’s recommendation that Bracknell Forest should join the overwhelming majority of local authorities in opting in to the collective arrangements of the PSAA.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 As set out in the report the Local Audit and Accountability Act 2014 Act creates a legal framework enabling the Government to nominate a ‘person’ to act as a joint

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procurement body for local audit and to give that body the powers and duties to operate collective procurement arrangements. Such a body is required to appoint auditors to those local authorities which 'opt in' to the collective procurement arrangement. Any decision to opt in would be reserved to Full Council and not the Executive

Borough Treasurer

- 6.2 The Borough Treasurer recommends the Council opting in to the PSAA collective arrangements, for the reasons detailed in the report.

Equalities Impact Assessment

- 6.3 Not applicable

Strategic Risk Management Issues

- 6.4 There is a risk costs may potentially rise if the procurement option chosen does not maximise economies of scale. There are also risks that authorities cannot attract sufficient independent individuals with relevant experience to sit on the Panels.

Other Officers

- 6.5 Not applicable

7 CONSULTATION

Principal Groups Consulted

- 7.1 Not applicable

Background Papers

Report to Governance and Audit Committee on 25 January 2017

Contact for further information

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To: **COUNCIL**
1 MARCH 2017

MEMBERSHIP OF COMMITTEES
Director of Corporate Services – Democratic and Registration Services

1 PURPOSE OF REPORT

- 1.1 This report sets out the updated position regarding the appointment of Members to serve on committees since Council met on 18 January 2017.

2 RECOMMENDATION

- 2.1 **That the substitute appointment to the Governance and Audit Committee, as set out in paragraph 5.1, is agreed in accordance with the wishes of the political group**

3 REASONS FOR RECOMMENDATION

- 3.1 To agree a Committee appointment.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

Committee Appointments

- 5.1 Council is asked to appoint to the substitute vacancy on the Governance & Audit Committee following the appointment of Councillor Leake to its membership.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 Nothing to add to the report.

Borough Treasurer

- 6.2 Any costs associated with these appointments will be met from within the Council's existing budget.

Equalities Impact Assessment

- 6.3 Not relevant to this report.

Strategic Risk Management Issues

6.4 Not relevant to this report.

7 CONSULTATION

Principal Groups Consulted

7.1 Conservative Group.

Method of Consultation

7.2 Email correspondence.

Representations Received

7.3 Not applicable.

Background Papers

None

Contact for further information

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