

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044516
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1. **TITLE:** Modernisation and Transforming Older People's Services

2. **SERVICE AREA:** Adult Social Care, Health & Housing

3. **PURPOSE OF DECISION**

To consider the outcome of the consultation on the future of the in-house Dementia Home Care Service.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the support for people with Dementia be commissioned from the independent sector and that the Council should no longer provide this service;

2 That detailed work with the families of the people supported by the service commence with a view to securing alternative support at the same level; and

3 That staff working in the dementia home care service are subject to the Organisational Change protocol and a separate report for the Employment Sub Committee is presented to consider the staffing implications as a consequence of accepting recommendation 2.1.

7. **REASON FOR DECISION**

In line with the overarching modernisation strategy for Older People's Services in Bracknell Forest a range of services have been remodelled to take a more focused approach to respond to this period of intense change in social care. The development of the independent domiciliary market is considerable and is evidenced by the growth in commissioned home care provision since April 2008 of 54%. Other service developments include the Community Response and Reablement Service being able to support the rehabilitation of people with dementia. Additionally, families of older people (including those with dementia) have utilised direct payments.

The Executive are reminded that even if the recommendation is accepted, the 9 people who use the service will still continue to receive a service to meet their needs and that there will be no reduction in the levels of service currently being commissioned for them. This proposal is not about cutting the level of support to people with dementia but about commissioning it in a different way which ensures efficient and effective working within the department. There also remains the opportunity for the families to consider a direct payment.

The consultation with the relatives of people who have support from the dementia home care service has demonstrated a level of support for the service. During the consultation the families highlighted that the team are skilled and knowledgeable in the care of people with dementia, and that they have confidence and trust in the service. This has always been accepted by the Council, but the Council is obliged to consider the cost associated with this.

The Council recognised that the proposal would cause concern for the families and the staff. Throughout the consultation a named Team Manager has been offering one to one support

to the families and this will continue to be provided throughout this time. Staff are being supported by Management, HR and the Unions.

By ceasing to provide support through the in house Home Care Service for people with dementia, the Council can significantly reduce costs, whilst at the same time stimulating the development of a stronger more sustainable and more diverse social care market. This is of significance as Personalisation has brought about changes in the profile of services, with people or their families choosing to employ their own personal assistants and therefore being less reliant on council provided services.

Through discussions with providers it appears that the market has sufficient capacity to deliver additional demand and interest in supporting service developments for new types of provision alongside mainstream home care. Over the last 9 months the external market has taken on a substantial increase in hours, responding to the increase in need. The Contracts Team report that there are at present 17 approved providers of home care with 3 new providers entering the market and a further 5 considering applying to become approved providers. Some of the recently approved domiciliary care providers have experience and expertise in supporting people with dementia.

The independent sector provides approximately 97% of domiciliary care that is commissioned by Bracknell Forest and is well received by the people who use their services. The quality of care and support is robustly monitored through the quality assurance processes of the department. At the same time, the Care Quality Commission monitor, inspect and regulate all home care agencies against what people can expect to experience when the regulations are met. Compliance actions can be set by CQC to ensure essential standards and service improvements are met and maintained.

The Care Governance process has evidenced that there has been continuous improvement in the quality of domiciliary care. There has been an on going reduction in comments and concerns from 92 in 2011, to 64 in 2012 and down to 50 in 2013. This has been achieved through an enhanced process of monitoring, with Brokerage becoming more involved with agencies and families, together with a range of training opportunities being offered to all providers.

8. ALTERNATIVE OPTIONS CONSIDERED

No change in service will mean that this service would continue to be significantly more costly than that purchased in the independent sector.

9. **PRINCIPAL GROUPS CONSULTED:** Staff
People who receive service and their families
10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health & Housing
11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
Wednesday, 12 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044670
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1. **TITLE:** Better Care Fund
2. **SERVICE AREA:** Adult Social Care, Health & Housing
3. **PURPOSE OF DECISION**

To set out the joint plan with the Clinical Commissioning Group which is required to be submitted to the Health and Well Being Board and to NHS England to secure funding from the Government's Integrated Transformation Fund Initiative.

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

6. **DECISION:**

- 1 That the submission of the template attached as Annex A to the report be approved.
- 2 That the establishment of a Better Care Board as set out in 5.3.5 of the report, with the addition of the Chairman and Vice-Chairman of the Health and Well Being Board, be approved; and
- 3 That additional resources for staff to programme manage our approach be agreed to be delegated to the Director of Adult Social Care, Health and Housing in conjunction with the Executive Member within the funding envelope.

7. **REASON FOR DECISION**

The Better Care Plan for Bracknell Forest must be agreed and submitted to NHS England Area Team by 15 February 2014.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

9. **PRINCIPAL GROUPS CONSULTED:** Health & Wellbeing Board
Bracknell & Ascot Clinical Commissioning Group
10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health & Housing
11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I040397
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1. **TITLE:** Capital Programme 2014/15

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To recommend to Council the Capital Programme.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 Recommends to the Council

a) General Fund capital funding of £8.428m for 2014/15 in respect of those schemes listed in Annexes A – E.

b) The inclusion of an additional budget of £1m for Invest to Save schemes.

c) The inclusion of £1.335m of expenditure to be funded from S106 as outlined in paragraph 5.20.

d) That those schemes that attract external grant funding are included within the Capital Programme at the level of funding received.

2 That capital schemes that require external funding can only proceed once the Council is certain of receiving the grant be agreed.

3 The indicative programme for 2015/16 and 2016/17 be reviewed in the light of resources available and spending priorities in December 2014.

7. **REASON FOR DECISION**

The reasons for the recommendations are set out in the report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The alternative options are considered in the report.

9. **PRINCIPAL GROUPS CONSULTED:** Business Rate Payers, the Over 50's Forum, the Schools Forum, Parish Councils and Voluntary Organisations

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

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

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I040165
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1. **TITLE:** Revenue Budget 2014/15
2. **SERVICE AREA:** Corporate Services
3. **PURPOSE OF DECISION**

To recommend to Council the annual budget.

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

That the Executive, in recommending to Council a budget and Council Tax level for 2014/15:

- 1 Confirms the original budget proposals, subject to the revisions in section 7.4 and those decisions to be taken elsewhere on this agenda on the capital programme and the Dementia Home Care Service;
- 2 The provision for inflation of £1.875m (section 7.2) be agreed;
- 3 The additional budget proposals as set out in Annexe A and Annexe D and in sections 6.2, 6.3 and 7.3 be agreed;
- 4 That the Council should fund the Schools budgets at the level set out in section 8.1 subject to any amendments made by the Executive Member for Children, Young People and Learning be agreed;
- 5 Includes a general contingency of £1.000m, use of which is to be authorised by the Chief Executive in consultation with the Borough Treasurer in accordance with the delegations included in the Council's constitution (section 9.6);
- 6 Subject to the above recommendations, confirms the draft budget proposals;
- 7 The Net Revenue Budget before allowance for loss of interest from any use of balances as set out in Annexe G be approved;
- 8 A contribution from revenue balances (before loss of interest on use of balances) to support revenue expenditure as set out in paragraph 11.4 be agreed;
- 9 Recommends that the council tax requirement, excluding Parish and Town Council precepts, be set as £45.944m;
- 10 Recommends no change in the Council Tax for the Council's services. The Valuation Bands therefore remain as follows:

Band	Tax Level Relative to Band D	£
A	6/9	729.30
B	7/9	850.85
C	8/9	972.40
D	9/9	1,093.95
E	11/9	1,337.05
F	13/9	1,580.15
G	15/9	1,823.25
H	18/9	2,187.90

11 Recommends that the Council approves the following indicators, limits, strategies and policies included in Annexe E:

- The Prudential Indicators and Limits for 2014/15 to 2016/17 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 2014/15 to 2016/17 and Treasury Management Limits on Activity contained in Annexe E(iv);

12 The virements relating to the 2013/14 budget as set out in Annexe H be approved.

7. REASON FOR DECISION

The recommendations are designed to enable the Executive to propose a revenue budget and Council Tax level for approval by Council on 26 February.

8. ALTERNATIVE OPTIONS CONSIDERED

Background information relating to the options considered is included in the report.

9. **PRINCIPAL GROUPS CONSULTED:** Business rate payers, the Schools Forum, Parish Councils, voluntary organisations, Council officers and members and the general public.

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

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

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I043334
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1. **TITLE:** South Hill Park Annual Revenue Grant 2014-2015

2. **SERVICE AREA:** Environment, Culture & Communities

3. **PURPOSE OF DECISION**

To determine a request for revenue grant aid submitted by South Hill Park Trust. All recommendations are subject to the Council approving the final budget for 2014/2015.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That an annual grant of £428,360 plus inflation of £4,280 subject to Council approval be awarded to South Hill Park Trust Ltd for 2014/15.

2 That the draft Partnership Agreement detailed in the whole of Appendix B to the report be approved as the basis on which the grant is awarded.

3 That payment of the grant is conditional on the Partnership Agreement being signed and the Director of Environment, Culture and Communities in consultation with the Executive Member for Culture, Corporate Services and Public Protection be given the delegated authority to agree changes to this draft Partnership Agreement including future plans and performance indicators for 2014/15.

4 That the Director of Environment, Culture and Communities or the Director of Corporate Services in consultation with the Executive Member for Culture, Corporate Services and Public Protection be given delegated authority to agree any minor variations from the approved maintenance budgets.

5 That the Overview and Scrutiny Panel for Environment, Culture and Communities be requested to include a review of the grant awarded to South Hill Park Trust as part of its current consideration of cultural services.

7. **REASON FOR DECISION**

The basis behind the recommendations is detailed in the supporting information.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Any significant reduction in grant aid would limit the ability of South Hill Park to function and offer a broad range of arts productions.

9. **PRINCIPAL GROUPS CONSULTED:** Chief Executive and Board of South Hill Park Arts Trust

10. **DOCUMENT CONSIDERED:** Report of the Director of Environment, Culture & Communities
11. **DECLARED CONFLICTS OF INTEREST:** Councillor Mrs Hayes declared a personal interest in Item 5, South Hill Park Annual Revenue Grant as a member of South Hill Park Arts Centre's Board and remained at the meeting during consideration of the item but took no part in the discussion.

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I043753
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1. **TITLE:** Revised Statement of Community Involvement (SCI)

2. **SERVICE AREA:** Environment, Culture & Communities

3. **PURPOSE OF DECISION**

For the Executive to adopt the Revised Statement of Community Involvement.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the revised Statement of Community Involvement (at Appendix A) be adopted (incorporating changes outlined in Appendix B), which will replace the existing SCI, adopted in 2006.

2 That the Consultation Statement (at Appendix C) be noted.

7. **REASON FOR DECISION**

There is a requirement for the Council to prepare an SCI which sets out how the Local Planning Authority (LPA) will involve the community in the exercise of its planning functions.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The main alternative is not to adopt a revised SCI but to rely on the existing version adopted in 2006. As that version of the SCI does not take account of changes in legislation (see Section 5), the adoption of a fully revised SCI is considered the most appropriate option.

9. **PRINCIPAL GROUPS CONSULTED:** Public Consultation taken place between 9/9/13 and 21/10/13

10. **DOCUMENT CONSIDERED:** Report of the Director of Environment, Culture & Communities

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

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044401
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1. **TITLE:** Proposed Neighbourhood Areas, Binfield Parish Council and Bracknell Town Council

2. **SERVICE AREA:** Environment, Culture & Communities

3. **PURPOSE OF DECISION**

To determine applications for the designation of a Neighbourhood area from Binfield Parish Council and Bracknell Town Council.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the administrative area of Binfield Parish as shown on the map at Appendix A to the report be designated as a Neighbourhood Area.

2 That the administrative area of Bracknell Town as shown on the map at Appendix B to the report be designated as a Neighbourhood Area.

7. **REASON FOR DECISION**

The reasons for this recommendation are:

- the requests made comply with the legislative requirements;
- the areas proposed for designation are considered appropriate for the purposes of neighbourhood planning; and,
- the designations are supported by the responses to the consultation on the two requests.

Further details of the relevant considerations are provided in subsequent sections of the associated report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The options of not making the designations or seeking to vary their extent were considered but for the reasons explained elsewhere in the report it is considered appropriate to make the designations as applied for.

9. **PRINCIPAL GROUPS CONSULTED:** Everyone who lives in those wards

10. **DOCUMENT CONSIDERED:** Report of the Director of Environment, Culture & Communities

11. **DECLARED CONFLICTS OF INTEREST:** Councillors Turrell, Brunel-Walker and McCracken declared a personal interest as Bracknell Town Councillors.

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I045101
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1. **TITLE:** Consultation on the Budget Savings from Aiming High for Disabled Children

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

3. **PURPOSE OF DECISION**

For the Executive to approve the proposed timescale for achieving the Aiming High savings; and make comment on the proposed consultation.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the proposed timescale for achieving the Aiming High savings be noted.

2 That the proposed consultation and associated timetable be approved.

7. **REASON FOR DECISION**

The recommendation sets out the consultation and timetable for budget savings to Aiming High.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The proposed consultation exercise is expected to develop a range of savings options for the Executive to consider.

The budget saving could not be taken from April 2014 as this would not have allowed sufficient time for a full consultation process.

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

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

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

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044701
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1. **TITLE:** Update on Provision for Young People Not in Education, Employment or Training (NEET)

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

3. **PURPOSE OF DECISION**

For Members to note activities to support young people who are not in education, employment or training.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the revised Bracknell Forest NEET Strategy as set out in Annex 1 to the report be approved.

7. **REASON FOR DECISION**

The reduction in the number of young people who are not in education, reemployment or training is a priority action for the Council.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

9. **PRINCIPAL GROUPS CONSULTED:** Not applicable.

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

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

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044836
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1. **TITLE:** Strategy for Young Carers 2013-17
2. **SERVICE AREA:** Children, Young People and Learning
3. **PURPOSE OF DECISION**

To approve the Council's strategy for supporting young carers.

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

6. **DECISION:**

That the Strategy for Young Carers 2013 – 2017 as set out in Appendix 1 to the report be approved.

7. **REASON FOR DECISION**

An up to date strategy will bring clarity to the work of all partners and agencies in supporting young carers.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Do nothing. There is a risk that partners' input will be uncoordinated and, at best, jointly we shall not achieve greatest effectiveness in support and at worse there is a risk that agencies will do little for this marginalised group.

9. **PRINCIPAL GROUPS CONSULTED:** Young carers, parents, schools and representatives of key agencies were consulted
10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.
11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044021
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1. **TITLE:** Thames Valley Berkshire Local Enterprise Partnership - Strategic Economic Plan - Consultation Response

2. **SERVICE AREA:** Chief Executive's Office

3. **PURPOSE OF DECISION**

The Executive are asked to approve the Local Enterprise Partnership Draft Economic Strategy for Berkshire.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the Thames Valley Local Enterprise Partnership Strategic Economic Plan be endorsed.

2 The amendments set out in bold italics be submitted to the Thames Valley Berkshire Local Enterprise Partnership.

7. **REASON FOR DECISION**

To support the Council's overarching priority to sustain economic prosperity.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Council could choose not to engage with the LEP in the production of the SEP. This would mean that decisions about the economic future of Berkshire would be taken without input from Bracknell Forest Council.

9. **PRINCIPAL GROUPS CONSULTED:** Contained within the report

10. **DOCUMENT CONSIDERED:** Report of the Assistant Chief Executive

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

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044471
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1. **TITLE:** Disposal of Adastron House
2. **SERVICE AREA:** Adult Social Care, Health & Housing
3. **PURPOSE OF DECISION**

To agree the terms of disposal for Adastron House to Thames Valley Housing Association.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1. The Chief Officer: Property in consultation with the Director of Corporate Services and the Executive Member for Transformation and Finance be authorised to agree terms for disposal of Adastron House to Thames Valley Housing Association (TVHA), for the provision, term and cost as set out in the exempt report
2. The Chief Officer: Property be delegated authority to dispose of the property as set out in the exempt report.

7. **REASON FOR DECISION**

The reasons for the recommendations are set out in the exempt report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The alternative options are set out in the exempt report.

9. **PRINCIPAL GROUPS CONSULTED:** No applicable.

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

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

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044877
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1. **TITLE:** Disposal of Ocean House Lease

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

The Council's short and medium term Office Accommodation Strategy was approved in July 2011 and one of the key principles contained therein is to rationalise the amount of accommodation that the Council occupies.

In accordance with this principle, the Council wants to dispose of the lease on its office space in Ocean House which requires Executive approval.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

The termination of the lease liability by service of the Council's break notice at Ocean House be approved, so as to comply with the Council's Office Accommodation Strategy.

7. **REASON FOR DECISION**

To support the Council's objective to build a vibrant Town Centre that residents are proud of.

To support the Council's objective to work with our communities and partners to be efficient, open, transparent and easy to access and to deliver value for money.

8. **ALTERNATIVE OPTIONS CONSIDERED**

That the Council does not terminate the lease on Ocean House. If the Council does not serve Notice to the landlord by 19th February 2014, it will be unable to break the lease which will run until 20th February 2028. The lease prohibits the Council from assigning the lease or subletting the space and the Council will therefore be liable for all running costs until this date.

9. **PRINCIPAL GROUPS CONSULTED:**

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

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

Date Decision Made	Final Day of Call-in Period
Tuesday, 11 February 2014	Wednesday, 19 February 2014