

# Notice of Meeting

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# Executive

**Thursday 28 July 2016 at 5.00pm**

**in the Council Chamber, Council Offices,  
Market Street, Newbury**

Date of despatch of Agenda: Wednesday, 20 July 2016

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Democratic Services Team on (01635) 519462

e-mail: [executivecycle@westberks.gov.uk](mailto:executivecycle@westberks.gov.uk)

Further information and Minutes are also available on the Council's website at [www.westberks.gov.uk](http://www.westberks.gov.uk)



## Agenda - Executive to be held on Thursday, 28 July 2016 (continued)

To:	Councillors Dominic Boeck, Anthony Chadley, Hilary Cole, Roger Croft, Lynne Doherty, Marcus Franks, James Fredrickson, Graham Jones, Alan Law and Garth Simpson
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# Agenda

## Part I

Page(s)

- 1. Apologies for Absence**  
To receive apologies for inability to attend the meeting (if any).
- 2. Minutes**  
To approve as a correct record the Minutes of the meeting of the Committee held on 30 June 2016. 7 - 12
- 3. Declarations of Interest**  
To remind Members of the need to record the existence and nature of any Personal, Disclosable Pecuniary or other interests in items on the agenda, in accordance with the Members' [Code of Conduct](#).
- 4. Public Questions**  
Members of the Executive to answer questions submitted by members of the public in accordance with the Executive Procedure Rules contained in the Council's Constitution. *(Note: There were no questions submitted relating to items not included on this Agenda.)*
- 5. Petitions**  
Councillors or Members of the public may present any petition which they have received. These will normally be referred to the appropriate Committee without discussion.

## Items as timetabled in the Forward Plan

Page(s)

- 6. Council Performance Report 2015/16: Year End (Key Accountable Measures and Activities) (EX2964)** 13 - 22  
(CSP: All)  
Purpose:
  - (1) To report year end outturns against the Key Accountable Measures contained in the 2015/16 Council Performance Framework and any additional performance intelligence.
  - (2) To provide assurance to Members that the objectives laid out in the Council Strategy and other areas of significance / importance



## Agenda - Executive to be held on Thursday, 28 July 2016 (continued)

across the Council are being delivered.

- (3) To present, by exception, those measures/milestones not achieved and to cite any remedial action taken and its impact to allow the scrutiny and approval of the corrective or remedial action put in place.

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7. **Superfast Berkshire Phase 3 (EX3159)** 23 - 26  
(CSP: BEC, SLE, HQL and SLE2)  
Purpose: To outline the progress made by the Superfast Berkshire project and to make a recommendation for a new phase of the project (Intervention Phase 3). This report is based upon recommendations previously endorsed by the Superfast Berkshire Project Board, Berkshire Chief Executives Group, Berkshire Leaders, Thames Valley Berkshire LEP Forum and the LEP Executive.
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8. **Approval to Consult on the Draft Temporary Accommodation Policy (EX3165)** 27 - 30  
(CSP: P&S)  
Purpose: To seek approval from the Executive to proceed with a consultation on the Draft Temporary Accommodation Policy.
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9. **Approval to Consult on the Draft Decant Policy (EX3167)** 31 - 34  
(CSP: P&S)  
Purpose: To seek approval from the Executive to proceed with a consultation on the Draft Decant Policy.
- 
10. **Members' Questions**  
Members of the Executive to answer questions submitted by Councillors in accordance with the Executive Procedure Rules contained in the Council's Constitution.
- 
- (a) **Question to be answered by the Portfolio Holder for Communities and Public Protection submitted by Councillor Alan Macro**  
*"How many vehicles have been turned away from the Smallmead waste site in Reading since the re3 consortium stopped West Berkshire residents from using it?"*
- 
- (b) **Question to be answered by the Portfolio Holder for Adults, Care and Culture submitted by Councillor Alan Macro**  
*"How many people have attended the Library Needs Assessment drop-in sessions?"*
- 
- (c) **Question to be answered by the Portfolio Holder for Education and Corporate Infrastructure submitted by Councillor Lee Dillon**  
*"How many primary and secondary schools are forecasting deficit budgets?"*
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**Agenda - Executive to be held on Thursday, 28 July 2016 (continued)**

- (d) **Question to be answered by the Portfolio Holder for Education and Corporate Infrastructure submitted by Councillor Lee Dillon**  
*“Following the recent inspection of Thatcham Park Church of England Primary School, can the Portfolio Holder outline what support and resources this Council will provide to improve the overall effectiveness rating?”*
- 
- (e) **Question to be answered by the Portfolio Holder for Education and Corporate Infrastructure submitted by Councillor Mollie Lock**  
*“What percentage and number of children, by school, were offered their first choice of secondary school for this September’s intake?”*
- 

Andy Day  
Head of Strategic Support

**West Berkshire Council Strategy Aims and Priorities**

**Council Strategy Aims:**

- BEC** – Better educated communities
- SLE** – A stronger local economy
- P&S** – Protect and support those who need it
- HQL** – Maintain a high quality of life within our communities
- MEC** – Become an even more effective Council

**Council Strategy Priorities:**

- BEC1** – Improve educational attainment
- BEC2** – Close the educational attainment gap
- SLE1** – Enable the completion of more affordable housing
- SLE2** – Deliver or enable key infrastructure improvements in relation to roads, rail, flood prevention, regeneration and the digital economy
- P&S1** – Good at safeguarding children and vulnerable adults
- HQL1** – Support communities to do more to help themselves
- MEC1** – Become an even more effective Council

If you require this information in a different format or translation, please contact Moira Fraser on telephone (01635) 519045.

- (a) .....
- (b) .....
- (a) .....
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- (a) .....
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- (a) .....

**Agenda - Executive to be held on Thursday, 28 July 2016** *(continued)*

(b)

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## DRAFT

Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

## EXECUTIVE

### MINUTES OF THE MEETING HELD ON

**THURSDAY, 30 JUNE 2016**

**Councillors Present:** Dominic Boeck, Anthony Chadley, Hilary Cole, Lynne Doherty, Marcus Franks, James Fredrickson, Graham Jones and Alan Law

**Also Present:** Nick Carter (Chief Executive), Sarah Clarke (Legal Services Manager), Peta Stoddart-Crompton (Public Relations Officer), Andy Walker (Head of Finance), Rachael Wardell (Corporate Director - Communities), Steve Broughton (Head of Culture & Environmental Protection), Stephen Chard (Policy Officer), Councillor Lee Dillon, Councillor Alan Macro and Councillor Richard Somner

**Apologies for inability to attend the meeting:** Councillor Roger Croft and Councillor Garth Simpson

*(Councillor Graham Jones in the Chair)*

### PART I

#### 94. Minutes

The Minutes of the meeting held on 26 May 2016 were approved as a true and correct record and signed by the Deputy Leader.

#### 95. Declarations of Interest

There were no declarations of interest received.

#### 96. Public Questions

There were no public questions submitted.

#### 97. Petitions

Councillor Alan Macro presented a petition, on behalf of Ms Lisa Cox, containing 628 signatures requesting that West Berkshire Council reverse its decision to not pay the re3 subsidy payment which would mean that West Berkshire residents could no longer use the Smallmead Household Waste Recycling Centre. Petitioners felt it unfair that residents on the outside edges of West Berkshire should be made to travel a further 30 miles to dispose of waste and there was concern that a steep increase in fly tipping could result.

The petition was referred to Officers in Culture and Environmental Protection, and Finance for a response.

*(Post meeting note: the decision to withdraw from the re3 waste partnership was taken at the Special Council meeting held on 24 March 2016 as part of setting the Council's 2016/17 budget. The Council's Constitution did not permit decisions made within the previous six months to be returned to and therefore the petition could not be considered until that six month time period had elapsed, i.e. the end of September 2016).*

#### 98. Provisional Financial Outturn Report - 2015/16 (EX3022)

The Executive considered a report (Agenda Item 6) concerning the provisional financial outturn for the Council in respect of the 2015-16 financial year, subject to the final result of the closedown and External Audit process.

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Councillor Graham Jones introduced the report and explained that total capital expenditure in 2015-16 was £38.5m, with an under spend of £6.7m against the revised budget of £45.2m. The budget was revised during the course of the year to take account of funds brought forward from 2014-15, additional grant and section 106 funding allocated to schemes during the year and funds re-profiled into 2016-17, and these changes had been explained in the quarterly budget monitoring reports provided to the Executive. The Capital Strategy Group had recommended that £6.6m of the overall underspend should be carried forward to enable schemes already underway to be completed and/or to meet future capital commitments.

The total revenue expenditure in 2015-16 was £125m, with a provisional year end overspend of £115k or 0.09% of net budget which would lead to a reduction in the General Fund. Councillor Jones felt this was a considerable achievement when considering the financial pressures felt during 2015-16 and Officers were thanked for their efforts in achieving this outturn. Investment had also been made into Children and Family Services during 2015-16 in response to the Ofsted Inspection. This investment was helping to achieve positive results.

Councillor Jones explained that at Quarter Three, the forecast Year End position for the Council was an overspend of £625k, but through a deliberate slowing of non-essential expenditure across services, the corporate position had been reduced to the Year End provisional overspend of £115k.

Councillor Jones then reported that increasing demand across social care budgets during 2015-16 had put the Council's resources under considerable strain. This budget pressure included the burden of meeting the requirements of the Care Act. Councillor Jones explained that efforts continued to engage Central Government on the issue of appropriate funding to implement the requirements of the Care Act.

It was also noted that the Council had made significant investment into identified pressure points as part of the 2016-17 budget process.

Councillor Hilary Cole agreed that the 2015/16 budget had been well managed in what were difficult financial times and staff should be congratulated. Social care staff had done particularly well when considering increasing levels of demand.

Councillor Alan Macro queried whether it was the expectation that budget overspends were likely to continue in Children and Family Services. Councillor Lynne Doherty responded by advising that this was not the expectation. She added that while social care services were demand led, the number of Looked After Children and children subject to a Child Protection Plan had reduced post the production of the Council's Ofsted Improvement Plan.

Councillor Macro then referred to the underspend reported for the Environment Directorate and queried whether this was contributed to by the mild winter experienced. Councillor Jones agreed that a written response would be provided on this point from the Portfolio Holder for Transport and Emergency Planning.

Councillor Lee Dillon referred to the retention of local business rates and queried whether an increase in income could be achieved from this in future. Nick Carter explained that assumptions had been made on business rate growth and this was an area regularly reviewed. While, as stated in the report, this was a volatile area, historically West Berkshire had a trend of growth and it was hoped that this would continue. In response to this, Councillor Dillon referred to the point made in the report that growth in local business rate retention had stagnated and he therefore questioned the points made by the Chief Executive. Andy Walker agreed that this was a volatile area and there had been



## EXECUTIVE - 30 JUNE 2016 - MINUTES

some one off pressures during 2015-16 which had impacted on growth, but it was hoped that a more stable position could be maintained moving forward.

### **RESOLVED that:**

- Members were fully aware of the provisional financial outturn of the Council.
- The budget movements processed in year, detailed in Appendix D, be noted.

**Reason for the decision:** To inform Members of the provisional financial outturn of the Council for 2015-16.

**Other options considered:** None.

### **99. The Household Waste Recycling Centre Service (EX3123a)**

The Executive considered a report (Agenda Item 7) which sought approval for proposals to mitigate against the effects of the end of the cross border arrangement by Hampshire County Council for their residents to use West Berkshire Council's Household Waste Recycling Centre (HWRC) service, and the decision to cease the arrangement with the re3 partnership (which consisted of Bracknell Forest, Reading and Wokingham Councils) which enabled West Berkshire residents to use the Smallmead HWRC.

Councillor Marcus Franks explained that from 1 April 2016, Hampshire County Council, having given notice, ended their financial contributions to allow Hampshire's residents access to the Padworth and Newtown Road HWRCs. Currently Hampshire residents were still using West Berkshire's HWRCs.

To mitigate against the loss of income from Hampshire County Council, it was proposed that access to the West Berkshire HWRC sites be controlled by the implementation of a resident permit scheme and restricting access to commercial vehicles.

At the Special Council Meeting on 24 March 2016 the Council decided to end the arrangement with re3 and cease the Council's contribution of £460,000 at a time when significant savings had to be found. Therefore, three months notice had been given to re3 which would end the agreement on the 30 June 2016. re3 had responded by introducing controls to stop residents from West Berkshire using their facility from the 1 July 2016. The disposal of waste by West Berkshire residents at this facility would need to be managed through the Council's waste services.

Councillor Franks pointed out that significant efforts had been made with the re3 waste partnership with a view to reducing costs and avoiding this situation prior to this decision being made in March 2016.

To mitigate against the impact on residents, following the decision by the re3 partnership to close access to West Berkshire residents, it was proposed that the possibility of extending the service at the Padworth HWRC should be explored with the Council's Waste Management contractor (Veolia).

Councillor Franks urged those residents who had utilised the Smallmead HWRC to date to make use of the Padworth HWRC for recyclable waste, the Newtown Road HWRC for both recyclable and non-recyclable waste, as well as utilising roadside recycling and bulky waste collections.

Councillor Franks then made reference to the petition submitted earlier in the meeting which requested that the Council reverse its decision to not pay the re3 subsidy payment, thereby allowing continued access to the Smallmead HWRC. Councillor Franks gave the view that it would be difficult to reverse this decision as the financial saving had been incorporated in the 2016/17 budget and if the decision was reversed, then an alternative saving would need to be found from elsewhere within the Council's budget.

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Concern was also raised in the petition of a potential steep increase in fly tipping. Councillor Franks stated that the Council would be vigilant on the offence of fly tipping and would prosecute offenders. However, he expected that residents would continue to dispose of their waste responsibly.

Councillor Alan Macro highlighted that discussions with Veolia should have been progressed with a greater level of urgency when considering that West Berkshire residents would be unable to access the Smallmead facility from 1 July 2016. He questioned when an extension to the Padworth HWRC could be achieved.

Councillor Franks explained that considerations had been ongoing in relation to Padworth, there had however been issues to resolve with the planning application. The decision to withdraw funding from re3 had been brought forward due to the need to identify savings, before Padworth discussions were able to conclude. The decision made by Hampshire County Council was a contributing financial factor.

Once the planning application had been submitted to Veolia, it would be subject to a 13 week planning process, but this would not commence until decisions had been taken by the Executive. Subject to planning permission being granted, it was anticipated that works to make Padworth a full waste site would take up to six months to complete.

Councillor Macro gave the view that it would have been preferable to continue to pay re3 until the Padworth extension had been completed.

Councillor Macro then stated the view that a greater level of publicity was needed to inform members of the public of these developments. Councillor Franks advised that communications had taken place in the form of newspaper advertisements, information had been made available in libraries, leisure centres and on the Council website, information had also been shared with all parish councils and Ward Members. Communications would continue. Councillor Franks added that developments were also being promoted by re3.

Councillor Graham Jones pointed out that cross border arrangements of this type were coming to a close across the country and added that Councillor Franks, with Officers, was looking to find solutions for West Berkshire's residents without incurring additional cost.

Councillor Franks then gave thanks to Councillor Macro for his well balanced and factual letter on this matter which had been published in the Newbury Weekly News.

Councillor Macro asked whether information to confirm these altered arrangements would be provided to householders on their waste bins as efforts were needed to avoid residents being turned away at the Smallmead site. Councillor Franks confirmed this was the intention and this would take place late July/early August 2016 to coincide with information being provided on collection date changes due to the August Bank Holiday.

Councillor Macro then queried the estimated cost of implementing the residents permit scheme and of enforcing this. Councillor Franks confirmed that the detail of this would be worked upon with Veolia, subject to Executive approval, but costs had already been estimated of £9,000. Councillor Franks also gave an assurance that the necessary information would be sent to each household on this development.

Councillor Lee Dillon felt that following the completion of works to make Padworth a full waste site, the use of the Padworth HWRC was likely to increase and bring with that an increase in traffic movements. He queried whether an increased use of both the Padworth and Newtown Road HWRCs could be accommodated. Councillor Franks responded that Padworth and Newtown Road had additional capacity.

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Councillor Dillon then queried whether staffing levels would increase at the HWRCs. Councillor Franks explained that this was an aspect which formed part of the discussions with Veolia, but the expectation was that levels of service would be maintained.

Councillor Anthony Chadley made the point that many residents living in the east of the district utilised the Smallmead site. However, access to Smallmead was not straightforward and Councillor Chadley felt that the Padworth HWRC was accessible to residents living in the east of the district.

### **RESOLVED that:**

- new measures would be introduced to control access to the Council's HWRC services; including a resident permit scheme and a booking system for residents using commercial type vehicles.
- the extension of the Padworth HWRC service in conjunction with the above point would be explored with the Council's Waste Management Contractor.

**Reason for the decision:** To mitigate the effects of the closure of access for West Berkshire Residents to the Smallmead HWRC.

**Other options considered:** As set out in Appendix D.

## **100. Members' Questions**

A full transcription of the public and Member question and answer sessions are available from the following link: [Transcription of Q&As](#).

### **(a) Question to be answered by the Portfolio Holder for Communities and Public Protection submitted by Councillor Richard Somner**

A question standing in the name of Councillor Richard Somner on the subject of the launch of the community energy-switching scheme was answered by the Portfolio Holder for Communities and Public Protection.

### **(b) Question to be answered by the Portfolio Holder for Communities and Public Protection submitted by Councillor Alan Macro**

A question standing in the name of Councillor Alan Macro on the subject of the proportion of non West Berkshire residents using the Council's waste and recycling centres was answered by the Portfolio Holder for Communities and Public Protection.

### **(c) Question to be answered by the Portfolio Holder for Transport and Emergency Planning submitted by Councillor Alan Macro**

A question standing in the name of Councillor Alan Macro on the subject of the visibility of traffic signs was answered by the Deputy Leader of the Council on behalf of the Portfolio Holder for Transport and Emergency Planning.

### **(d) Question to be answered by the Portfolio Holder for Economic Development and Planning submitted by Councillor Alan Macro**

A question standing in the name of Councillor Alan Macro on the subject of the adequacy of the Council's planning enforcement resource was answered by the Portfolio Holder for Economic Development and Planning.

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

**RESOLVED that** members of the press and public be excluded from the meeting for the under-mentioned item of business on the grounds that it involves the likely disclosure of exempt information as contained in Paragraph 3 of Part 1 of Schedule 12A of the Local

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Government Act 1972, as amended by the [Local Government \(Access to Information\)\(Variation\) Order 2006](#). Rule 8.10.4 of the Constitution also refers.

**102. The Household Waste Recycling Centre Service (EX3123b)**

*(Paragraph 3 – information relating to financial/business affairs of particular person)*

The Executive considered an exempt report (Agenda Item 10) concerning the budget and service issues in relation to the Household Waste Recycling Centre Service.

**RESOLVED that** the recommendations in the exempt report be agreed.

**Reason for the decision:** as detailed in the exempt report.

**Other options considered:** as detailed in the exempt report.

*(The meeting commenced at 5.00pm and closed at 5.45pm)*

**CHAIRMAN** .....

**Date of Signature** .....

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## Key Accountable Performance 2015/16: Year End

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<b>Committee considering report:</b>	Executive
<b>Date of Committee:</b>	28 July 2016
<b>Portfolio Member:</b>	Councillor Roger Croft
<b>Date Portfolio Member agreed report:</b>	7 July 2016
<b>Report Author:</b>	Jenny Legge / Catalin Bogos
<b>Forward Plan Ref:</b>	EX2964

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### 1. Purpose of the Report

- 1.1 To report year end outturns against the Key Accountable Measures contained in the 2015/16 Council Performance Framework and any additional performance intelligence.
- 1.2 To provide assurance to Members that the objectives laid out in the Council Strategy and other areas of significance / importance across the council are being delivered.
- 1.3 To present, by exception, those measures/milestones behind schedule or not achieved and cite any remedial action taken and the impact, if it has, to allow the scrutiny and approval of the corrective or remedial action put in place.

### 2. Recommendations

- 2.1 To note progress against the Council Strategy Priorities for improvement and celebrate achievements.
- 2.2 To review those areas reporting as 'red' to ensure that appropriate action is in place.

### 3. Implications

- 3.1 **Financial:** Any implications will be highlighted in the individual exception reports.
- 3.2 **Policy:** Any implications will be highlighted in the individual exception reports.
- 3.3 **Personnel:** Any implications will be highlighted in the individual exception reports.
- 3.4 **Legal:** Any implications will be highlighted in the individual exception reports.
- 3.5 **Risk Management:** Any implications will be highlighted in the individual exception reports.
- 3.6 **Property:** Any implications will be highlighted in the individual exception reports.

3.7 **Other:** None

**4. Other options considered**

4.1 None

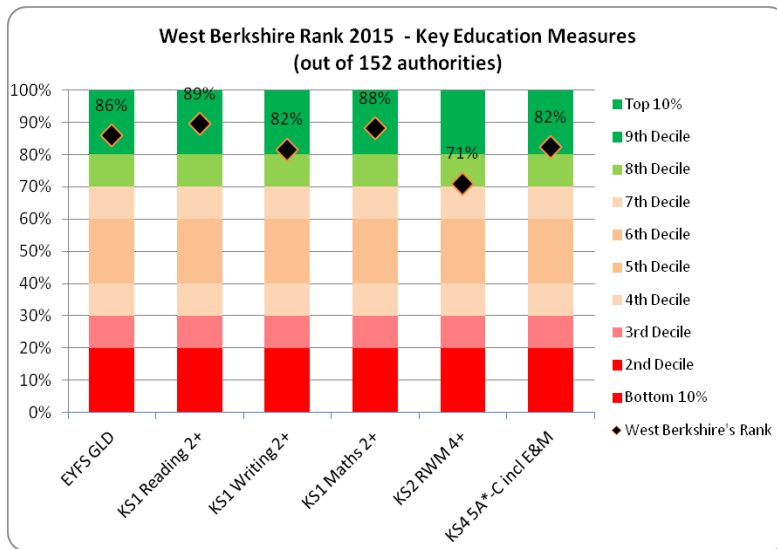
## 5. Executive Summary

- 5.1 This report presents qualitative and quantitative information to assess the performance levels achieved against measures from all the services provided by the council identified for reporting at Executive level.

## 6. Performance by Council Strategy Priorities for Improvement:

### (A) Priorities for Improvement: Improve Educational Attainment and Close the Educational Attainment Gap

- 6.1 **Demand - Number of Pupils:** Between 2013 – 2015, the overall number of pupils has increased by 324 (1.1% WB, 2.3% SE region, 2.3% Eng). This includes the increase by 542 of primary state funded schools' pupils and a decrease of 349 of secondary schools' population.
- 6.2 More recent local intelligence shows that there has been an increase of the number of pupils during September 2015, which is still continuing. A lot of this increase is due to pupils' parents coming to work at the large companies in the district. This increase has effectively filled any surplus capacity, especially in infant age group in Newbury. Two primary bulge classes for September 2016 have been agreed as a way of dealing with this demand. Schools building projects have progressed as expected.
- 6.3 **Demand - First Language not English:** At 6.2% of pupils with English not their first language, West Berkshire percentage is half that for the SE region (11.6%) and one third of the national average (17.3%). Between 2013 and 2015 this followed an increasing trend (mirroring the regional and England evolution), the difference amounting to 347 pupils.
- 6.4 **Demand - Free School Meals:** The % of pupils known to be eligible for and claiming free school meals (7% in Primary and Secondary Schools) is below regional (11%) and national (15%) averages. Over the three years to Jan 2015 this percentage reduced for infant, primary (1.2 % points) and secondary schools (1.5% points) following a similar trend seen at regional and national level. The introduction of universal infant free school meals and the eligibility for free meals being linked to income based job seekers allowance are probably key factors in this change.
- 6.5 **Performance: Attainment**
- 6.6 **Foundation Stage (end of reception year)** – performance regarding the Good Level of Development (GLD) and Average Points Score remains in the top 20% (9<sup>th</sup> Decile) nationally.



6.7 **Key Stage 1 (end of year 2) –** percentages achieving level 2+ in Reading, Writing or Maths respectively, remained or improved to reach 9<sup>th</sup> Decile.

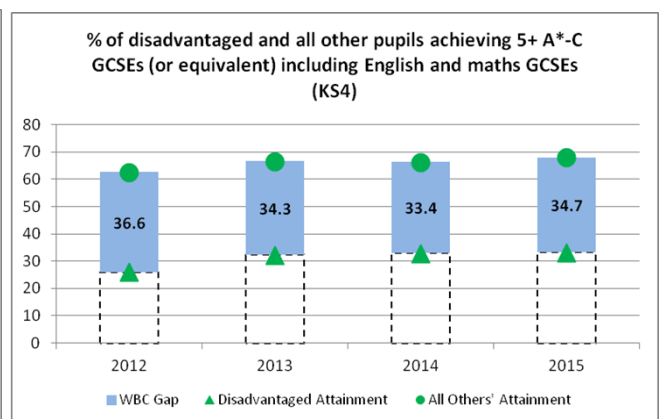
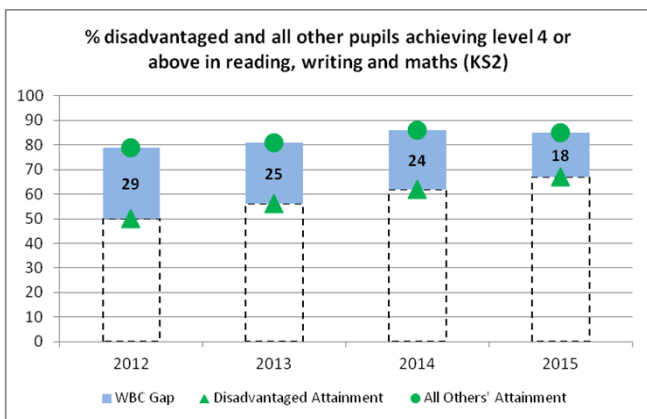
6.8 **Key Stage 2 (end of year 6) -** the combined attainment measure for level 2+ in the three subjects (RWM - Reading, Writing and Maths) has declined back to the 8<sup>th</sup> Decile following the improvement of the previous year (2014). This is due primarily to a decline in results in Mathematics.

Progress between KS1 and KS2 is an area of focus especially for Reading and Maths due to a drop in attainment in Level 4 in a few of our large schools in the Newbury/Thatcham area. Remedial actions are underway to address weak leadership and governance in some schools and enable support for targeted schools (see exception reports for further details).

6.9 **Key Stage 4 (GCSE) –** improved performance achieved for the previous year for 5 good GCSEs incl Eng and Maths has been maintained, keeping West Berkshire in the top 20% nationally.

6.10 **Performance: Attainment Gap Reduction**

6.11 For 11 year olds (Year 6), the educational gap between disadvantaged pupils and their peers has reduced over the last 4 years whilst attainment improved for both cohorts (faster for the disadvantaged group).





6.12 In the secondary phase, the trend seen over the previous three years of closing the attainment gap has been reversed in 2015. Whilst both cohorts had better results compared to the previous year, the non-disadvantaged group has improved more from the 2014 level. A wide range of activities are being implemented to focus the support to improve the attainment gap (see Exception report for further details).

6.13 **Additional intelligence:**

6.14 The new Ofsted inspection framework and the assessment of pupils from 2016 on a “tougher” new national curriculum have resulted in significant challenges for schools.

6.15 Since Sep 2015, all schools inspected had improved or sustained their judgement of good or outstanding. Four other schools previously judged as requiring improvement (RI) are awaiting an inspection and the expectation is that at least three of them will achieve a good or above outcome resulting in 83% of our schools assessed as good or outstanding.

Securing the recruitment and retention of good teachers continues to be a barrier to improvement for a number of schools. A new website TeachWestBerks has been created and is now live to support teachers’ recruitment.

**(B) Priority for Improvement: Enable the Completion of More Affordable Housing**

6.16 **Demand** - The number of new housing applications received during the financial year was 6% higher compared with 2014/15.

6.17 Re-registration of the Common Housing Register applicants in the autumn has led to an overall drop in numbers and a reduction in the number of qualifying applicants from 1110 at the end of 14/15 to 850 at 15/16 year end. This number may increase during the course of the year as those who have had their applications removed re-register.

6.18 Over the last 12 months Land Registry data shows that the average price for properties in West Berkshire has increased by 15% from £259,007 (Mar 2015) to £298,069 (Mar 2016) continuing the trend from 2013.

6.19 **Performance**

6.20 The introduction of Strategy Board has afforded Members and Officers with a new way of working in looking at strategic issues faced by the Council. Strategy Board looked at the potential to deliver 1000 affordable homes by 2020 and used the Collaborative Architect process as a means of generating ideas as to how this could be achieved.

The Collaborative Architect approach involved partner organisations coming together to look at the issue, resulting in a number of proposals being submitted to Members and officers for consideration.

6.21 158 affordable housing have been completed during 2015/16 and solutions are being considered to enable to delivery of the 1000 affordable homes over the 5

years period. In addition, the Sandford Planning Application, which has the potential to provide 40% affordable housing units of the up to 2000 houses, has been received and is being assessed.

**6.22 Additional intelligence:**

We currently have planning permissions in place that could see delivery of 3,308 units, of which 568 would be affordable (38%). In addition, there are 844 affordable housing units in the Housing Site allocation DPD which provides a total of 1,412 units 'in the pipeline'. The current forecast suggests that 883 will be built in the next 5 years.

The Council's difficult financial position will see the service responsible for bringing empty property back into use ceasing.

**(C) Priority for Improvement: Deliver or enable key infrastructure projects in relation to roads, rail, flood prevention, regeneration and the digital economy**

**6.23 Demand** - The last winter was reasonably dry and mild and this is reflected by the fall in the number of highway emergencies (down 8%), third party claims (down 50%) and service requests (down 36%) compared to previous year.

**6.24** A number of major infrastructure improvements are being carried out across the district including the new road layout associated with IKEA at Calcot and the replacement of the Boundary Road railway bridge in Newbury by Network Rail.

**6.25 Performance**

Based on the latest available comparative data (2014/15), the year end result of 2% of the principal road network (A roads) in need of repair is estimated to reach the top performing 25% of councils nationally for the condition of our roads.

**6.26** 108 roads were resurfaced in 2015/16, or 96% of our planned programme. Resurfacing of at least 145 miles of road will have been achieved by the end of 2018/19.

**6.27** The Highways and Transport Service has delivered a £16.7m capital programme of highway and transport improvements including all 21 flood prevention and drainage improvement schemes planned for 2015/16. The first phase of a new access road from the A339 into the London Road Industrial Estate commenced.

**6.28** The proportion of West Berkshire households having access to superfast broadband reached 83% by Mar 2016.

**6.29 Additional intelligence:** The 10 year highway maintenance contract with Volker Highways worth £7m pa is entering its final year. Work is ongoing on retendering this contract.

**(D) Priority for Improvement: Good at Safeguarding Children and Vulnerable Adults**

**6.30 Demand** - The demand on our Children and Family Service regarding the number of children and young people subject to a child protection plan and the number of

children in need has increased compared with previous year by 25% and 13% respectively. The number of looked after children remained relatively stable.

- 6.31 The number of adult social care safeguarding concerns has continued to increase over the year, as have the number of Deprivation of Liberty Safeguards (DoLS) applications.
- 6.32 There has been a significant reduction in people waiting for an adult social care service. It is hoped that the implementation of our change programme will help us to maintain this improvement in the long term.
- 6.33 **Performance**  
We have continued with our efforts to improve our Children's Services to achieve 'Good' following the Ofsted inspection. The progress that we have made and the strategies that we have put in place to secure system-wide improvements have been recognised by the Department of Education (DfE). The improvement in the LSCB (Local Safeguarding Children's Board) roles and functions has also been recognised by the DfE Improvement Advisors.
- 6.34 Performance measures indicate that the Children's Services achieved or exceeded the expected end of year results in almost all areas. Efforts continue to resolve issues associated with over reliance on agency staff and plans have been put in place to address timeliness of assessments and the proportion of Leaving Care clients with Pathway Plans (see exception reports for details).
- 6.35 Our Quality Assurance and Safeguarding Service has made significant progress in reducing the reliance on the use of agency workforce from 70% (6) in July 15 to a 0% (by 31st May 16). A Peer Review conducted by the Director of Children's Services from Brighton & Hove and his team in February 16, identified improvements in this service and the continued development in the quality of the Child Protection Plans was also acknowledged.
- 6.36 Care Quality Commission (CQC) have rated our Home Care Service and all four of our adult social care residential homes overall as 'Good'. Changes have been made in response to one care home which was previously judged as 'requires improvement on safety' (see exception report for further details).
- 6.37 **Additional intelligence**  
There will be a further peer review of our Children's Services in 2016.
- 6.38 The new way of working trailed at a smaller scale in Adult Social Care (ASC) will be replicated across the entire ASC services based on the new locality structure.

### **(E) Priority for Improvement: Support Communities to do More to Help Themselves**

#### **6.39 Demand**

2015/16 proved to be another challenging year for the Council from a financial perspective. Central Government funding for local authorities will continue to reduce and it will therefore be imperative that discussions are held with our Parishes and

communities about how they can help themselves in the delivery of some of the key services that they value going forward.

**6.40 Performance**

The Voluntary Sector Prospectus approach to working with the voluntary and community sector is proving to be successful and is based on the VCS delivering against defined outcomes.

6.41 Three communities have started to use our refined guidance and process for the completion of a community plan.

6.42 Stratfield Mortimer Parish Council has received support and progressed a Neighbourhood Development Plan and will be looking to adopt this following a successful examination and referendum.

6.43 During 2015/16 community conversations have taken place in Lambourn, Hungerford and Thatcham to identify local needs. Restorative practice training has been delivered to 895 multi-agency staff/volunteers and 332 children and young people.

**(F) Overarching aim: Become a More effective council**

**6.44 Demand**

During 2015/16 the Council conducted two phases of public consultation on the public facing budget proposals in response to a need to identify a total of £18m of savings whilst also considering increases in council tax. A further £21.8 million savings are required by 2019.

**6.45 Performance**

The Local Government Peer Review Team revisited the Council to look at the progress made since the original corporate peer review in July 2014. The review highlighted a good level of progress made and commented that the Council Strategy provided a clear shared vision for Members and Officers. The review also recognised the progress made since setting up the Strategy Board to look at key strategic issues facing the Council.

6.46 The review identified that there were still matters to progress such as scrutiny, health and social care integration and the need to align capacity and ambition in a climate of financial challenges. Actions have been put in place to address these areas.

6.47 The first phase of the Better Care Fund Programme was successfully implemented, promoting greater integration of local health and social care services to offer better support for the most vulnerable.

**6.48 Additional intelligence**

The basket of key accountable measures used to monitor the delivery of the Council Strategy 2015-2019 at Executive level, indicates that 81% (21) of measures have achieved or exceeded their expected results for the year. This level of performance across the council is better than that achieved for 2014/15, when 77% (32) of measures had been achieved. (see exception reports for further details on measures below target).

## 7. Core Business Measures

7.1 **Key Accountable (public) Measures** - The set of measures used to monitor other core functions of the council indicate that expectations have been achieved or exceeded in a number of areas such as:

- Reviews of the long term adult social care beneficiaries ensured that all people have been assessed under the new eligibility framework
- Timely responses were provided in processing the claims to the local welfare provision and completing benefits assessments for referrals from Children's Services
- We have maintained the proportion of household waste recycled, composted, reused, recovered and have not exceeded an acceptable level of litter, detritus and graffiti

7.2 We have experienced localised challenges in sourcing suitable external home care and nursing/residential home care placements, hindering our ability to support timely discharge from hospital - delayed transfers of care (DTOC) from hospital and those attributable to social care from acute and non-acute settings was higher than expected at the end of 2015/16 (see exception reports for further details).

## 8. Conclusion

- (i) The results achieved by the end of the first year of the Council Strategy 2015-2019 show that progress has been made in all priority areas.
- (ii) Demand continues to rise for services, especially in education and social care services, and the Council will need to continue to review this position given the financial pressures faced.
- (iii) An action plan will be developed to enable the Council to focus on enabling the delivery of 1000 affordable homes by 2020.
- (iv) At year end, 81% of measures have been reported as 'green', compared to 32 out of 52 (77%) in 2014/15.
- (v) For those measures identified as RAG rated 'red', plans have been put in place at service level without requests for additional actions to be taken at strategic level and without the need to revise the initially agreed targets.

## 9. Appendices

9.1 Appendix A - Supporting Information

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## Superfast Berkshire Phase 3

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<b>Committee considering report:</b>	Executive on 28 July 2016
<b>Portfolio Member:</b>	Councillor Dominic Boeck
<b>Date Portfolio Member agreed report:</b>	7 July 2016
<b>Report Author:</b>	Kevin Griffin
<b>Forward Plan Ref:</b>	EX3159

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### 1. Purpose of the Report

- 1.1 To outline the progress made by the Superfast Berkshire project and to make a recommendation for a new phase of the project (Intervention Phase 3).
- 1.2 This report is based upon recommendations previously endorsed by the Superfast Berkshire Project Board (03/05/2016 and 25/05/2016), Berkshire Chief Executives Group (12/05/2016), Berkshire Leaders (23/05/2016), Thames Valley Berkshire LEP Forum (20/05/2016) and the LEP Executive (12/04/2016).

### 2. Recommendations

- 2.1 The recommendations to Executive are as follows

- (1) That the circa £2.5m of underspend and gainshare funding from intervention phase 1 of the Superfast Berkshire project and the unspent phase 2 funds from Reading and Wokingham (including LEP contribution) be invested into a procurement for a Superfast Berkshire Phase 3.

The objective of this new phase is to get all Berkshire unitary districts to as close to 100% superfast broadband coverage as possible by the end of 2018. At the very least we should assist all districts in getting to 97% superfast broadband coverage.

- (2) That West Berkshire Council continues to act as the lead authority, for this successful project, both for this new procurement and for overseeing delivery of the existing and new phases of the project.
- (3) That we continue using the governance arrangements, which were set up for phase 1 of the project. (Subject to the proposed updates to the Collaboration Agreement being completed).
- (4) That project resource costs be divided equally across all 7 project participants.

### 3. Implications

- 3.1 **Financial** Phase 3 of the project will reinvest under spend from phase 1 of the project and gainshare from the higher than expected take-up of broadband by consumers. This will total around £2.5m. A further investment of around £1m will be made by Reading and Wokingham using unspent funds from phase 2 of the project.
- The project is to be underwritten by a Growing Places Fund loan of up to £1.8m from the Thames Valley Berkshire LEP, which will allow the project to be funded until BT releases gainshare and project underspend in 2023.
- 3.2 **Policy** None
- 3.3 **Personnel** The project is managed by a contracted Project Manager, Colin Batchelor and Project Administrator, Sarah Moxon.
- Specialist assurance, financial, legal and technical resources drawn from the Berkshire local authorities (mainly West Berkshire) are also used to support the project.
- 3.4 **Legal** Governance for the project, which has been running since 2011, is well established and effective. A collaboration agreement exists between the 6 Berkshire unitaries and the LEP.
- Legal support and advice is provided by the West Berkshire Legal team and by experts from Broadband Delivery UK (BDUK).
- The project is bound by EU procurement and State Aid rules and by processes and procedures developed by BDUK.
- 3.5 **Risk Management** Risk is managed using the West Berkshire Council risk management methodology.
- The Berkshire Councils Broadband Collaboration Agreement defines liabilities, immunity and indemnity for the project
- 3.6 **Property** None
- 3.7 **Other** None



#### 4. Other options considered

- 4.1 To accept an “Accelerated Gainshare” offer from BT whereby the £2.5m project underspend and gainshare is reinvested with BT under project change control. The Superfast Berkshire Project Board believes that procuring phase 3 in the open market will provide better technical solutions and better value-for-money than accepting BT’s offer (Of course BT is free to bid competitively for this work).
- 4.2 That West Berkshire Council hand over responsibility to another Berkshire authority after completion of phase 2 of the project since it does not benefit directly in terms of increased broadband coverage from phase 3.

However this project is an excellent example of how the 6 Berkshire authorities can work together and it is considered that West Berkshire Council should continue to use the knowledge and expertise it has built up to lead this project to its conclusion. The collaborative working and the infrastructure improvements brought by this project will continue to bring benefit to all project participants.

## 5. Executive Summary

- 5.1 Superfast Berkshire is a pan-Berkshire project, which began in 2011, led by West Berkshire. It involves all 6 Berkshire Unitary Councils and the Thames Valley Berkshire Local Enterprise Partnership (LEP) who have collectively with Broadband Delivery UK (BDUK) invested around £10m of public subsidy into improving Berkshire's superfast broadband coverage in areas deemed commercially non viable during the broadband market provision (Phase 0)
- 5.2 So far there have been 2 intervention phases to the project which will have, by the end of 2017, helped deliver superfast broadband to 33,027 additional premises in Berkshire.
- 5.3 There is around £3.5m funding available to invest in a new phase of the project (Phase 3) to further increase Berkshire's superfast broadband coverage to between 97% and 100%. This funding comprises;
- Phase 1 gainshare: £816k (and likely to increase)
  - Phase 1 project underspend: £1m+
  - Phase 1 unused basic broadband funding: £623k+
  - Unspent Phase 2 funding from Reading: £383k
  - Unspent Phase 2 funding from Wokingham: £615k

## 6. Conclusion

- 6.1 Under the leadership of West Berkshire Council the Superfast Berkshire project has been very successful. By the end of 2017, it will have helped deliver superfast broadband to 33,027 additional premises in Berkshire taking superfast broadband coverage from 87.0% to 95.6%.
- 6.2 The frequent enquiries from those individuals and communities that still do not have access to superfast broadband proves that access to good broadband are seen as a key element of modern life.
- 6.3 The project underspend and gainshare funding gives us the opportunity to fill in the remaining gaps in Berkshire's superfast broadband coverage.

## 7. Appendices

- 7.1 Appendix A - Supporting Information
- 7.2 Appendix B – Equality Impact Assessment – Stage One
- 7.3 Appendix C1 – Superfast Berkshire Phase 3 Procurement Lots (Rural)
- 7.4 Appendix C2 – Superfast Berkshire Phase 3 Procurement Lots (Urban)
- 7.5 Appendix D – Superfast Berkshire Phase 3 Procurement Activities

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## Approval to Consult on the Draft Temporary Accommodation Policy

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<b>Committee considering report:</b>	Executive on 28 July 2016
<b>Portfolio Member:</b>	Councillor Hilary Cole
<b>Date Portfolio Member agreed report:</b>	7 July 2016
<b>Report Author:</b>	Mel Brain
<b>Forward Plan Ref:</b>	EX3165

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### 1. Purpose of the Report

- 1.1 To seek approval from Executive to proceed with a consultation on the draft Temporary Accommodation Policy.

### 2. Recommendation

- 2.1 Executive to approve the publication of the draft Temporary Accommodation Policy for consultation.

### 3. Implications

- 3.1 **Financial:** The Policy sets out a procurement strategy for securing new temporary accommodation. This will require capital investment, however, each and every project would be subject to approval by Capital Strategy Group.
- 3.2 **Policy:** The Policy sets out the Council's approach to procuring sufficient temporary accommodation and details how units of temporary accommodation will be allocated to individual households.
- 3.3 **Personnel:** There are no personnel issues arising from this report.
- 3.4 **Legal:** The Court of Appeal, in the case of *Nzolameso v Westminster City Council* [2015] WLR(D) 165, [2015] PTSR 549, [2015] UKSC 22, stated that local authorities should have a policy for procuring sufficient temporary accommodation to meet demand for the year and a policy for allocating such units to individual households. This policy has been drafted to meet this requirement.
- 3.5 **Risk Management:** The Council has duties to homeless households and whilst it has a small stock of temporary accommodation, this is insufficient to meet current demands. Families with children should not be placed in Bed & Breakfast for longer than 6 weeks but this is currently highly likely. This Policy sets out a clear Policy by which the Council seeks to mitigate the risk of breaching the 6-week rule.

3.6 **Property:** The Council owns a small stock of temporary accommodation and this Policy provides a strategy to increase this provision by acquiring new assets. Whilst capital investment would be required to procure the units, it is anticipated that ongoing repair and maintenance costs would be met from rental income.

3.7 **Other:** N/A

#### 4. Other options considered

4.1 The Council could decide not to implement a Temporary Accommodation Policy. This could give rise to legal challenge if households are not allocated suitable accommodation under statutory homelessness duties.

## 5. Executive Summary

- 5.1 The case of *Nzolameso v Westminster City Council* [2015] WLR(D) 165, [2015] PTSR 549, [2015] UKSC 22 at the Court of Appeal, held that there is a statutory duty for local authorities to accommodate homeless households within the district, where reasonably practicable, failing which they should try to place households as close as possible to where they were previously living. In addition, the Court of Appeal stated that *“The question of whether the accommodation offered is “suitable” for the applicant and each member of her household clearly requires the local authority to have regard to the need to safeguard and promote the welfare of any children in her household” (Para.27).*
- 5.2 The Court of Appeal went on to say that *“Ideally, each local authority should have, and keep up to date, a policy for procuring sufficient units of temporary accommodation to meet the anticipated demand during the coming year. That policy should, of course, reflect the authority’s statutory obligations under both the 1996 Act and the Children Act 2004. It should be approved by the democratically accountable members of the council and, ideally, it should be made publicly available. Secondly, each local authority should have, and keep up to date, a policy for allocating those units to individual homeless households. Where there was an anticipated shortfall of “in borough” units, that policy would explain the factors which would be taken into account in offering households those units, the factors which would be taken into account in offering units close to home, and if there was a shortage of such units, the factors which would make it suitable to accommodate a household further away. That policy too should be made publicly available” (Para. 39).*
- 5.3 This Policy has been developed to meet the requirements set out by the Court of Appeal. In summary, it provides:
- (1) The strategy for procuring new temporary accommodation to meet demands should include leasing properties from Registered Providers, securing new properties via planning obligations, purchasing back shares in DIYSO (do-it-yourself shared-ownership) properties as and when they become available, buying properties on the open market and reviewing existing temporary accommodation stock to ensure that its use is maximised.
  - (2) That when allocating units of temporary accommodation to individual households, the Housing Service will take account of the full circumstances of the household in relation to the financial, social and medical needs of the household and will prioritize families with the highest overall level of need for local placements, using the following cascade:
    - (a) Homeless households with dependent children in school years 11,12 and 13 who are preparing for, or who are in the process of, taking examinations.
    - (b) Homeless households who have at least one household member in employment within the district.
    - (c) All other homeless households with school age children.

(d) All other homeless households

5.4 It is proposed that the draft policy be published on the Council's website for all members of the public to comment on. In addition, all residents currently in temporary accommodation will be contacted, in writing or by e-mail, asking them for their views, as will all statutory and voluntary stakeholders who have an interest in, or work with households affected by, homelessness. The proposed period of consultation is 6 weeks.

## **6. Conclusion**

6.1 It is recommended that the Executive approve the publication of the draft Temporary Accommodation Strategy for consultation.

## **7. Appendices**

7.1 Appendix A - Supporting Information

7.2 Appendix B – Equalities Impact Assessment

7.3 Appendix C – Draft Temporary Accommodation Strategy

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## Consultation on the Draft Decant Policy

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<b>Committee considering report:</b>	Executive on 28 July 2016
<b>Portfolio Member:</b>	Councillor Hilary Cole
<b>Date Portfolio Member agreed report:</b>	7 July 2016
<b>Report Author:</b>	Mel Brain
<b>Forward Plan Ref:</b>	EX3167

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### 1. Purpose of the Report

- 1.1 To seek approval from Executive to proceed with a consultation on the draft Decant Policy

### 2. Recommendation

- 2.1 Executive approve the publication of the draft Decant Policy for consultation

### 3. Implications

- 3.1 **Financial:** The Policy sets out the Council's approach to decant of secure tenants and licensees with security of tenure (including residents of Council-managed Gypsy & Traveller sites). The Landlord Compensation Act 1973 requires that Home Loss payments and Disturbance Payments are made in specific circumstances, The Policy reflects this and also sets out other financial assistance that may be available subject to certain criteria being met. It is intended that such costs would form part of the overall refurbishment/major works project costs for any such project.
- 3.2 **Policy:** The Policy sets out what the Council will do when it is necessary for a tenant or licensee to move home due to major works or redevelopment of their current home.
- 3.3 **Personnel:** There are no personnel issues arising from this report.
- 3.4 **Legal:** The Landlord Compensation Act 1973 requires that Home Loss payments and Disturbance Payments are made in specific circumstances.
- 3.5 **Risk Management:** There are no specific risks arising from this Policy.
- 3.6 **Property:** The Council has a very small number of tenants and licensees who are afforded security of tenure. This Policy sets out what the Council will do in the event that major works or refurbishment is proposed and the tenants or licensees are required to move to allow the work to take place.

3.7 **Other:** N/A

**4. Other options considered**

4.1 N/A



## 5. Executive Summary

5.1 The Council has a small number of tenants and licensees who are afforded security of tenure. This Policy has been drafted to set out how the Council will manage decant of these tenants or licensees in the event that major works or refurbishment works are required to the properties. The Council would be unable to decant tenants or licensees without having a policy in place.

5.2 In summary, the Decant Policy provides:

- (1) Information on how a decision to decant tenants or licensees will be made
- (2) What would be deemed as suitable alternative accommodation
- (3) How and when Notice would be served
- (4) What rights the tenant or licensee would have to move back to the property once works are completed
- (5) The circumstances in which statutory and discretionary payments may be made, including statutory Home Loss Payments and statutory Disturbance Payments
- (6) The procedure that will be followed when decants are being made
- (7) The appeals process.

5.3 It is proposed that the draft policy be published on the Council's website for all members of the public to comment on. In addition, all residents currently in accommodation to which the decant Policy would apply will be contacted, in writing or by e-mail, asking them for their views, as will all statutory and voluntary stakeholders who have an interest in, or work with households affected by the Decant Policy. A face-to-face meeting will be offered to residents of Four Houses Corner. The proposed period of consultation is 6 weeks.

## 6. Conclusion

6.1 It is recommended that the Executive approve the publication of the draft Decant Policy for consultation.

## 7. Appendices

7.1 Appendix A - Supporting Information

7.2 Appendix B – Equalities Impact Assessment

7.3 Appendix C – Draft Decant Policy

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