



City of Westminster

Cabinet Member/Committee Report

Meeting or Decision Maker	<i>Councillor Acton</i> <i>Cabinet Member for Family Services and Public Health</i> <i>Councillor Robathan</i> <i>Cabinet Member for Finance, Property and Regeneration</i> <i>Councillor Andrew Smith</i> <i>Cabinet Member for Housing Services</i>
Date	4th April 2019
Classification	<i>Appendix 6(b) be exempt from disclosure by virtue of the Local Government Act 1972, Schedule 12A Part 1, paragraph 2 (as amended), in that it contains Information which is likely to reveal the identity of an individual.</i> <i>Appendix 1 be exempt from disclosure by virtue of the Local Government Act 1972, Schedule 12A Part 1, paragraph 3 (as amended), in that it contains Information relating to the financial or business affairs of any particular person (including the authority holding that information).</i>
Title	<i>Implementation of Strategic Housing for Older Persons programme following consultation Carlton Dene and Westmead</i>
Wards Affected	<i>Maida Vale</i> <i>Westbourne</i>
City for All summary	This project builds upon the City for All commitment to 'prioritise those who need our help the most'. This is reflected in the 2010 joint Commissioning Strategy for Older People, the key objective of which is 'to enable people in later life, and their carers, to achieve

their potential for health and wellbeing so that they are able to be as independent as possible; live their lives as they wish; and live safely with dignity in appropriate housing as active and valued members of their communities, with access to high quality and personalised healthcare, social care and support when need'.

Key Decision

This report contains a Key Decision and has been included in the Forward Plan for Key Decisions.

Financial Summary

There are no additional costs associated with the closure of Carlton Dene and Westmead or the buy-out of the leaseholder in Peebles Houses, these will be met by existing budgets.

The planned redevelopment of the care homes will be subject to a separate Outline Business Case and Cabinet Member Report and are not addressed in this report.

Legal Sign-Off

Kirti Shori, Senior Solicitor, Social Care and Education, Bi-Borough Legal Services

James Holliman, Senior Solicitor, Property, Bi-Borough Legal Services

Approved on: 24th January 2019

Report of

Chris Greenway, Director of Integrated Commissioning, Adult Social Care, Children's and Public Health

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Tony Hutchinson, Senior Regeneration Manager, Growth, Planning and Housing

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1. Executive Summary

- 1.1 Carlton Dene and Westmead Care Homes form part of the Specialist Housing Strategy for Older People Programme (SHSOP), which aims to provide more high quality extra care and supported accommodation in the City. Following a report to Cabinet on 29 June 2018, members made a decision on 25 July 2018 approving a formal 90-day consultation with Carlton Dene and Westmead Care Homes' residents, relatives, and advocates on the future of their care homes (Appendix 1).
- 1.2 The said Cabinet Report also sought authority to consult the residents of Peebles House, which is a general needs residential building situated next to Carlton Dene. Peebles House residents were to be consulted due to the potential impact on them of

the re-development option being presented to Carlton Dene residents and stakeholders.

- 1.3 Peebles House is a block of nine flats consisting of one that is privately owned, and eight social rented apartments owned by the Council. The said report therefore also sought approval to engage in buyback negotiations with the lone leaseholder.
- 1.4 The consultation for Carlton Dene, Westmead and Peebles House was undertaken between August and November 2018 and this report sets out the consultation process, feedback and recommendations taking into account the detailed responses from residents and their families. Details of resident responses can be found in appendices 2 and 3. The issues that were raised by these consultees can be found below in section 5.5 of this report.
- 1.5 For those residents at Carlton Dene and Westmead who lacked capacity or did not have a support network, the authority commissioned The Advocacy Project (TAP) to act as independent advisers and their report and feedback is attached at (Appendix 4). TAP gathered feedback from 54 of the 84 residents who required its services. The issues that were raised by TAP and residents and the steps taken to address them can be found below at section 5.6 and 5.7 of this report.
- 1.6 Appendix 5 shows in detail the options presented to residents and their families during the consultation. The options presented to residents included refurbishment or redevelopment of the care homes, and in respect of Carlton Dene, the redevelopment option included the incorporation of Peebles House.
- 1.7 The Council's preferred option is the redevelopment of Westmead and Carlton Dene including Peebles House. The future use of Westmead is contingent on the agreement of the Secretary of State DfE that the site is not required for educational purposes.
- 1.8 The residents of the Care Homes were also informed that due to the need for both homes to be modernised, all the options offered under the consultation process would require them to move from their homes, whilst works were undertaken. Some of the options may involve more than one move. Consequently, the new development of Beachcroft, a state of the art local care facility currently under construction in Maida Vale, and due to be available for occupation in Spring 2020, formed an important feature during the consultation. Residents were told that they would be guaranteed a place at Beachcroft either on a short-term basis whilst works were undertaken to Carlton Dene and Westmead, or as a long-term alternative to their current placements. Residents were also given the option to choose a care home of their choice of equivalent cost if they did not wish to choose to move to Beachcroft.
- 1.9 The outcome of the consultation of the residents and stakeholders at Westmead and Carlton Dene was a general agreement that the buildings and fabric of the buildings were not up to modern standards and could not offer residents a care environment to maximise their dignity and respect. The proposal to offer the new build Beachcroft as an alternative was met with approval and to a degree excitement and enthusiasm. As outlined below in greater detail concerns were raised about 'how the move would take place', seeking reassurance that the current staff would move with residents therefore offering consistency, and other service issues which were passed on to Sanctuary. This, emerging option alongside the outcome of the consultation with the Tenants and Leaseholder at Peebles House will feed into a report to Cabinet by way of an Outline Business Case (OBC) for a Cabinet decision in April 2019.

- 1.10 If Cabinet approves the OBC i.e. the redevelopment, of both sites including Peebles House, the tenants in Peebles House will be rehoused in line with Council policies and procedures for housing renewal including the right to return.
- 1.11 With regards to the long leaseholder at Peebles House, terms have been agreed to acquire the property.
- 1.12 Equalities Impact Assessments have been carried out on the proposed closure of Carlton Dene, Westmead and the potential demolition of Peebles House (Appendix 6(b)).
- 1.13 Ward Members from both Maida Vale and Westbourne were briefed on this report on 5th March 2019. No comments have been received as of 13th March 2019.

2. Recommendations

- 2.1 That the Cabinet Member for Finance, Property, and Regeneration and the Cabinet Member for Family Services and Public Health, and the Cabinet Member for Housing Services:
 - 2.1.1 Take into account the outcome of the statutory consultation for Carlton Dene, Westmead and Peebles House.
 - 2.1.2 Approve the closure of both Carlton Dene and Westmead care homes, as they are no longer fit for purpose and up to modern standards.
 - 2.1.3 Cabinet Members note that no new spending commitments arise from this report.
 - 2.1.4 Cabinet Members note that the decision to close Westmead Care Home is not impacted by the SOS future requirement for the site as outlined in Section 4.5.
 - 2.1.5 To agree that these closures are subject to an implementation plan authorising the Director of Adult Social Care to:
 - 2.1.5.1 Ensure a schedule is drawn up for the home closures taking into account the needs and wishes of the residents and their families.
 - 2.1.5.2 Review the care needs of residents to ensure that their care and support needs are being met and if they lack capacity are provided in their best interests and are met in a timely and responsive manner.
 - 2.1.5.3 Cabinet notes the on-going communication strategy with residents and stakeholders from December 2018 onwards, as set out in appendix 7.
 - 2.1.5.4 To ensure the closure is managed in accordance with Managing Care Home Closures Good Practice Guide and management Checklist approved by the CQC.
 - 2.1.5.5 In accordance with the wishes and views of the residents and their families, ensure that they have priority for places at the new Beachcroft development, or support them in their move to an alternative comparable care home of their choice.

- 2.2 The Cabinet Member for Housing Services agrees that following consultation under S105 of the Housing Act 1985:
- 2.2.1 Peebles House can be included as part of the redevelopment site for Carlton Dene, meaning that the block is demolished.
 - 2.2.2 The tenants of Peebles House can be rehoused in line with the Council policies for housing renewal.
 - 2.2.3 The Council can issue an Initial Demolition Notice in respect of Peebles House.

3. Reasons for Decisions

- 3.1 The drivers for decision making are:
- 3.1.1 Provide high quality residential care and increase the provision of extra care and supported living accommodation in the borough.
 - 3.1.2 Give residents of the current care homes confidence that they can live with dignity in a safe, secure setting with the minimum disruption and consistent contemporary standards of accommodation and amenity.
 - 3.1.3 Acknowledge and take into consideration the views of residents and in particular their families that there is complete agreement that the current homes are not fit for purpose. In particular, the shared bathroom and toilet facilities do not comply with our shared aim to ensure dignity and independence.
 - 3.1.4 The view of the majority of residents and their families are that Beachcroft will offer a modern purpose-built care home catering for people in need of dementia care as well as better quality residential care.
 - 3.1.5 During the consultation the residents and families were reassured that all care, support and timely planning will be available in the preparation for any move whether it be to Beachcroft or an alternative of their choice.
 - 3.1.6 To make best use of the Council's assets in delivery of its objectives.

4. Project Background

- 4.1 Carlton Dene is a 42- bed residential care home located on the corner of Carlton Vale and Kilburn Park Road. As previously indicated it no longer meets modern standards and is not fit for purpose.
- 4.2 Similarly, Westmead is a 42-bed care home located on Tavistock Road. Like Carlton Dene it is a sixties style build and does not meet modern standards and is not fit for purpose.
- 4.3 Peebles House is a block of nine flats held by the Housing Revenue Account and managed by Carlton Vale Resident Management Office. The block sits within a large triangular site also consisting Carlton Dene Residential Care Home.
- 4.4 Having completed the consultation process, and if the above recommendations are made, the next stage in implementing the programme is the redevelopment of Carlton

Dene and Westmead. An Outline Business Case for the redevelopment of Westmead and Carlton Dene including Peebles House will be presented to Cabinet. If approved, the project team will take the scheme forward to planning.

- 4.5 Members are asked to note that the Westmead site is currently subject to a Secretary of State's education requirement, where the future use of the site is being kept as a fall-back for the construction of a school, should an alternative site not be viable. The Department for Education will only release Westmead from this restriction upon granting of planning permission for a school on an alternative site within the Borough. This restriction does not impact on the decision to close Westmead as a care home but relates to the site's future use. This will facilitate the expansion of a special school in Westminster. The Wilberforce academy site can be considered an effective solution for the school, which in turn would release Westmead for development. Planning for this solution should be in place in late 2019. Full details and programme implications will be set out in the Outline Business Case.
- 4.6 The SHSOP programme is a direct response to both statutory obligations set out the Care Act 2014 and Westminster City Council's "City for All" publication dated 2017/18, as set out below in paragraph 7 and 8 of this report.
- 4.7 In July 2018 Cabinet Members approved a process for consultation on the future of Carlton Dene, Westmead and Peebles House covering:
 - 4.7.1 The closure and transfer of residents from Carlton Dene and Westmead to Beachcroft or another comparable home of their choice.
 - 4.7.2 The inclusion of Peebles Housing into the re-development of Carlton Dene and the rehousing of the tenants together with the purchase of the single leasehold property.

5. Consultation on the Future of Carlton Dene and Westmead

- 5.1 The Consultation process and actions are detailed in the communication plan dated 16 August 2018 (Appendix 8). The consultation had three principal elements:
 - 5.1.1 Written material to all residents of the care homes;
 - 5.1.2 Open meetings with residents and tenants; and
 - 5.1.3 Opportunities for face to face individual discussion with members of the team.
- 5.2 Information presented focused on five key areas for discussion and recommendation:
 - Do nothing
 - Refurbish Carlton Dene
 - Refurbish Westmead
 - Refurbish and extend both care homes
 - Redevelop both care homes
- 5.3 All the above options would require residents to move out of their current care home into temporary or permanent accommodation. This included the option to move to Beachcroft. A new care home under construction by Westminster and expected to be available for occupation from summer 2020. Alternatively, for residents could move to

a care home of their choice of equivalent cost to Beachcroft, with the support of the Council.

5.4 The information pack received by residents, families, and advocates can be found in appendix 9.

5.4.1 This information was supplemented by telephone and email correspondence with relatives and advocates of residents. All consultation material is available on the Council's website (<https://www.westminster.gov.uk/housing-options-older-people-0>) and the link was publicised during both consultation workshops and resident letters.

5.5 Details of the outcome and responses of the consultation for both Carlton Dene and Westmead are set out in appendix 2. The analysis indicates that overall the family members and residents were generally supportive of a move to Beachcroft and a small number of other residents felt they would like to look at alternative options. For example, two residents have asked for a move into more independent living, a further two have requested a home nearer to family.

5.6 For those residents at Carlton Dene and Westmead who lacked capacity or did not have a support network, the authority commissioned The Advocacy Project (TAP) to act as independent advisers and their report and feedback is attached at (Appendix 4). This report describes the advocacy that was undertaken throughout the consultation, sets out the issues the residents raised and the views of the residents they supported about their options. It is noted that during the advocacy process by TAP that of the total of 84 residents, they gathered responses from 54 residents, 30 residents did not require their service as they had their relatives or friend to represent their views or were able to self-advocate. This cohort of residents were approached directly with a sequence of letters, drop in sessions, follow up telephone calls to family, friends and personal advocates.

5.7 43% of those contacted by the advocacy project were undecided about a future move. For some very elderly or most vulnerable residents and their family members there was a sense that the proposed future changes may not be relevant to them as their needs were more immediate and so felt unable to or felt it unnecessary to take a view on the proposals put to them.

5.8 During the regular meetings (monthly) between TAP and the Westminster team, the above issues were raised, and the following action taken. The Westminster team undertook both formal and informal discussions with those residents who were undecided and introduced the picture boards of Beachcroft to try and present a more realistic view of the future home. In addition, during the middle of the consultation phone/email contact with relatives and representatives' further views were ascertained. General comments were very positive such as:

'Yes, I have received sufficient information and would be happy for my relative to move to the new home'

'Yes, I have received sufficient information and my only concern is how the move will take place'

'My only concern was that my mother would have to get to know new staff but have been reassured that the existing Sanctuary staff will be moving to Beachcroft along with the residents'

5.9 In summary, the responses were very positive, the residents of the care homes recognised that Beachcroft could provide them with better quality accommodation in terms of their suites and the home overall. The principal issues raised were about their current facilities, lack of activities and when and how the moves would be arranged. The Council's response to queries raised can also be found in appendix 2.

6. Consultation on the Future of Peebles House

6.1 The Consultation process and actions are detailed in the communication plan dated 16 August 2018 (Appendix 8). The consultation had three principal elements:

6.1.1 Written material to all tenants and the leaseholder at Peebles House;

6.1.2 Open meetings with residents; and

6.1.3 Opportunities for face to face individual discussion with members of the team.

6.2 Information presented focused on five key areas for discussion and recommendation:

- Do nothing
- Refurbish Carlton Dene
- Refurbish and extend Carlton Dene care home
- Redevelop Carlton Dene care home
- Redevelop Carlton Dene and Peebles House

6.3 The above options, except do nothing, would have a significant impact to the residents at Peebles House either through the proximity of construction or rehousing. It was crucial to ascertain resident views and present the Council's due diligence undertaken to derive a preferred way forwards.

6.4 The information received by residents can be found in appendix 10.

6.4.1 This information was supplemented by telephone and email correspondence with residents. All consultation material is available on the Council's website and the link was publicised.

6.5 Details of the outcome and responses of the consultation for Peebles House are set out in Appendix 3.

6.5.1 In summary, the responses from the secure tenants at Peebles House were similar, they asked when they could expect to move, what type of accommodation they could expect and the financial assistance that can be offered.

6.5.2 This report notes that there was no dispute regarding the Preferred Option put forward by the Council which will be fully tested during the OBC.

6.5.3 After considering the information provided by the Council, the leaseholder opted to progress with the sale of their property back to the Council. At the time of writing, negotiations are continuing following agreement of the price in November 2018 with exchange of contracts expected in Q4 2019.

- 6.6 Letters confirming that the consultation process was carried out under S105 of the Housing Act 1985 were issued to all secure tenants with the final date for responses being 4th December (Appendix 11). No responses were received.
- 6.7 The project team are very grateful for the assistance offered by the Chair and Manager of Carlton Vale Resident Management Office for organising meetings for tenants at Peebles House and being a conduit for views and opinions outside of any formal engagement events.

7. National Policy

- 7.1 The Care Act 2014 has placed a number of duties on Health and Local Authorities, including around commissioning and market shaping'. These responsibilities specify a number of 'must do's, including:
- 7.1.1 'Ensure promotion of well-being of individuals and outcomes they require'. The nine-point definition of well-being in the Care Act (Clause1(2)) includes
- 7.1.2 (h) suitability of living accommodation
- Design strategies to meet local need'; and

Develop markets that ensure sufficiency of high quality provision to meet expected needs'.

8. Local Strategy

- 8.1 The City for All publication challenges the Council to prioritise its resources on those who need help the most, whilst also maintaining the standards expected by the City's residents. The publication states that by 2018 and beyond the councils aims that:

"Older people will have more choice and control over their care"

- 8.2 This is a further reassertion of the 2010 Joint Commissioning Strategy for Older People, for which the key objective was:

"To enable people in later life, and their carers', to achieve their potential for health and wellbeing so that they are able to be as independent as possible; live their lives as they wish; and live safely with dignity in appropriate housing as active and valued members of their communities, with access to high quality and personalised healthcare, social care and support when needed."

- 8.3 Investment in new facilities at either Carlton Dene and/or Westmead responds to this objective, in particular:

8.3.1 If the Council were to redevelop or refurbish Carlton Dene and Westmead the residents could be relocated to a care home which would allow them to have their own private bathrooms attached to their room, which they can use at their convenience without passing through communal areas.

8.3.2 Increasing the quality of care available, and providing it in Westminster whilst at the same time being able to cater the care provided to a variety of needs.

- 8.3.3 Increasing the community space that residents benefit from which can be used for a variety of activities, including opportunities for intergenerational initiatives.

9. Financial Implications

- 9.1 There are no additional costs associated with this report.
- 9.2 Budgets for the closure of Carlton Dene and Westmead were identified and approved as part of the Full Business Case for Beachcroft approved in November 2017.
- 9.3 The Cabinet Member Report of June 2018, appendix 1, approved a budget for the buy-out of the leaseholder in Peebles House.
- 9.4 The redevelopment of Carlton Dene and Westmead will be subject to a separate CMR and Outline Business Case and are therefore not addressed in this report.

10. Legal Implications

10.1 Consultation of Carlton Dene and Westmead

- 10.2 Cabinet may lawfully take a decision which results in the closure of a residential care home and the relocation of residents provided it conscientiously takes into account the outcomes of the consultation.
- 10.3 The consultation should satisfy the following:
- (i) be at a time when proposals are still at a formative stage;
 - (ii) sufficient reasons must be given for any proposal so as to enable intelligent consideration and response and
 - (iii) adequate time must be given for consideration and response.
- 10.4 Details of the consultation and its results are set out in section 5 above and appendices 2,3,4 and 5.

10.5 Section 105 of the Housing Act 1985

- 10.6 Under section 105 of the Housing Act 1985 the Council is required to consult with secure tenants on matters relating to the management, maintenance, improvement or demolition of dwelling-houses let under secure tenancies or the provision of services in connection with those dwelling-houses. The Council must publish details of its consultation arrangements and make them available to members of the public. The arrangements must enable the secure tenants to be informed of the Council's proposals and to make their views known within a specified period.
- 10.7 The Council may suspend the right to buy by serving the secure tenants with an initial demolition notice under section 138A and Schedule 5A of the Housing Act 1985 stating that the Council intends to demolish the dwelling-house or the building containing it and setting out the reasons why the Council intends to demolish the premises. The initial demolition notice must specify a reasonable period being no more than 7 years after the date of service of the notice within which the Council intends to demolish the premises. If the Council subsequently serves a final demolition notice under section

138B of the Housing Act 1985 the right to buy will not arise while that notice is in force and any existing claim will cease to be effective. Tenants may claim compensation in respect of expenditure reasonably incurred before completing right to buy claims exercised before the landlord has either served an initial demolition notice or a final demolition notice.

10.8 Public Sector Equalities Duty

10.9 When making a decision as to changes in service provision the Council must comply with the requirements of the Equality Act 2010 and in particular section 149 (the Public-Sector Equality Duty). Cabinet must also take this into account when making a decision on the future of Carlton Dene, Westmead and Peebles House.

10.10 The PSED is set out in section 149 of the Equality Act 2010 ("the Act") and provides that the Council is to have due regard to the need to advance equality of opportunity by removing or minimising disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic and by taking steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it.

10.11 The protected characteristics to which the Public-Sector Equality Duty ("PSED") applies include age as well as the characteristics covered by the previous equalities legislation applicable to public authorities (i.e. disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, sexual orientation, religion or belief and sex).

10.12 In relation to Carlton Dene and Westmead care homes the local authority has identified the protected groups of age and disability on whom there is a potential impact caused by a potential move to Beachcroft or another equivalent care home (Appendix 6(a)).

10.13 The methodology used in assessing for impact included: feedback from the specific proposals for the future of Carlton Dene and Westmead care homes carried out by a programme of engagement of residents, their family/friends, advocates, staff and the general public by various means of communication over a reasonable period alongside the use of known research on the impact on the elderly caused by the closure of a care home.

10.14 The local authority has put in place a plan to mitigate the possible impact of any move on these protected groups.

10.15 The Equalities Impact Assessment carried out in respect of Peebles House identified persons with protected characteristics and the proposal to demolish Peebles House has the potential to impact on those persons identified as having protected characteristics. The Council must identify the what the potential impacts might be and identify ways to mitigate those impacts. A further detailed assessment must be carried out as part of any rehousing process and take steps to mitigate any impact on the protected characteristics.

10.16 Human Rights Act

10.17 Cabinet should be aware that a decision to close a care home may engage a residents Human Rights under Article 8 of the European Convention - the right to respect for one's private and family life, his home and his correspondence, if the resident is forced to move against their will.

- 10.18 Public authorities may only interfere with Article 8 rights where this is in accordance with the law and is necessary in a democratic society. This can include consideration of the economic well-being of the country. For a public authority this would include decisions in the best interests of its residents. The Convention recognises that there are situations where a public authority is allowed to decide what is in the best interests of its citizens and may therefore restrict individual rights in the interests of the wider community.
- 10.19 Cabinet should therefore consider whether such a breach is justified and proportionate under Article 8(2). This means weighing up the strategic direction to support alternative residential care or alternative housing against the impact on individual residents.
- 10.20 To minimise any potential breach of Article 2 (Right to life) Article 3 (Right to be free from degrading treatment) or Article 8 (Right to family life) as a result of the relocation of residents best practice should apply, including the assessment of individual needs under the Care Act 2014 and then to provide appropriate care and support of those assessed eligible needs.

11. Staffing Implications

- 11.1 The current residential care homes are managed on behalf of the Council by Sanctuary Homes. A key message from residents and their families was a reassurance that when and/or if they move to Beachcroft that Sanctuary staff will move with them. At a Staff Meeting led by Sanctuary Senior Managers supported by Westminster Officers this reassurance was given to staff and later reiterated during the consultation period.
- 11.2 There are no implications for redundancies for Westminster staff.

Appendices

- 2 Consultation Actions and Responses for Carlton Dene and Westmead
- 3 Consultation Actions and Responses for Peebles House
- 4 Advocacy Report
- 5 Options Presented
- 6 Equalities Impact Assessment
 - a. Carlton Dene and Westmead
- 7 Communication Strategy 2019
- 8 Communication Strategy 2018
- 9 Carlton Dene and Westmead: Consultation Material Issued
 - a. Letter to Residents
 - b. Presentation to Residents
 - c. Follow Up Letter to Residents
 - d. Beachcroft Boards
- 10 Peebles House: Consultation Material Issued
 - a. Letter to Residents
 - b. Presentation to Residents
 - c. Follow Up Letter to Residents
 - d. Additional Follow Up Letter
 - e. Invitation to Final Meeting
- 11 Peebles House – Section 105 Letter

Exemption from Disclosure

- 1 Carlton Dene and Westmead: CMR approved 25th July 2018
- 6 Equalities Impact Assessment
 - b. Peebles House

For completion by the **Cabinet Member for Family Services and Public Health**

Declaration of Interest

I have <no interest to declare / to declare an interest> in respect of this report

Signed: _____ Date: _____

NAME: **Councillor Heather Acton, Cabinet Member for Family Services and Public Health**

State nature of interest if any

(N.B: If you have an interest you should seek advice as to whether it is appropriate to make a decision in relation to this matter)

For the reasons set out above, I agree the recommendations in the report entitled: **Implementation of Strategic Housing for Older Persons programme following consultation Carlton Dene and Westmead** and reject any alternative options which are referred to but not recommended.

Signed

Councillor Heather Acton, Cabinet Member for Family Services and Public Health

Date

If you have any additional comment which you would want actioned in connection with your decision you should discuss this with the report author and then set out your comment below before the report and this pro-forma is returned to the Secretariat for processing.

Additional comment:
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.....

If you do not wish to approve the recommendations, or wish to make an alternative decision, it is important that you consult the report author, the Director of Law, the City Treasurer and, if there are resources implications, the Director of People Services (or their representatives) so that (1) you can be made aware of any further relevant considerations that you should take into account before making the decision and (2) your reasons for the decision can be properly identified and recorded, as required by law.

Note to Cabinet Member: Your decision will now be published and copied to the Members of the relevant Policy & Scrutiny Committee. If the decision falls within the criteria for call-in, it will not be implemented until five working days have elapsed from publication to allow the Policy and Scrutiny Committee to decide whether it wishes to call the matter in.

For completion by the **Cabinet Member for Housing Services**

Declaration of Interest

I have <no interest to declare / to declare an interest> in respect of this report

Signed: _____ Date: _____

NAME: **Councillor Andrew Smith, Cabinet Member for Housing Services**

State nature of interest if any

.....
(N.B: If you have an interest you should seek advice as to whether it is appropriate to make a decision in relation to this matter)

For the reasons set out above, I agree the recommendations in the report entitled: **Implementation of Strategic Housing for Older Persons programme following consultation Carlton Dene and Westmead** and reject any alternative options which are referred to but not recommended.

Signed

Councillor Andrew Smith, Cabinet Member for Housing Services

Date

If you have any additional comment which you would want actioned in connection with your decision you should discuss this with the report author and then set out your comment below before the report and this pro-forma is returned to the Secretariat for processing.

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For completion by the **Cabinet Member for Finance, Property & Regeneration**

Declaration of Interest

I have <no interest to declare / to declare an interest> in respect of this report

Signed: _____ Date: _____

NAME: **Councillor Rachael Robathan, Cabinet Member for Finance, Property & Regeneration**

State nature of interest if any

.....
(N.B: If you have an interest you should seek advice as to whether it is appropriate to make a decision in relation to this matter)

For the reasons set out above, I agree the recommendations in the report entitled: **Implementation of Strategic Housing for Older Persons programme following consultation Carlton Dene and Westmead** and reject any alternative options which are referred to but not recommended.

Signed

Councillor Rachael Robathan, Cabinet Member for Finance, Property & Regeneration

Date

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If you do not wish to approve the recommendations, or wish to make an alternative decision, it is important that you consult the report author, the Director of Law, the City Treasurer and, if there are resources implications, the Director of People Services (or their representatives) so that (1) you can be made aware of any further relevant considerations that you should take into account before making the decision and (2) your reasons for the decision can be properly identified and recorded, as required by law.

Note to Cabinet Member: Your decision will now be published and copied to the Members of the relevant Policy & Scrutiny Committee. If the decision falls within the criteria for call-in, it will not be implemented until five working days have elapsed from publication to allow the Policy and Scrutiny Committee to decide whether it wishes to call the matter in.