

Borough Council of Wellingborough

Meeting Minutes	No: 01	Date: 04.10.12	Time: 16:00
Location: Room 21, Swanspool House			
Subject: Glamis Hall and the wider location of services for older people			
Attendees: Cllr Graves (meeting chair) Cllr G Lawman, Cllr Watts, Cllr Henley, Cllr Morrall, Gill Chapman, Chris Pittman, Paul Burnett			
Filename: M-Glamis Hall working party 4.10.12.doc			
Item	Subject		Actionee
01.01.00	Apologies		
01.01.01	Cllr Bell, Cllr Emerson-Cllr Henley in attendance, Cllr Griffiths		Info
01.02.00	Terms of Reference		
01.02.01	<p>As this was the first meeting of the working party, the chair reminded members of the terms of reference, especially the 'task and finish' nature of the working party.</p> <p>It was noted that the Glamis Hall building is available for recreational bookings and also has sports changing facilities used at weekends, in addition to the day centre service for older people.</p> <p>The reason for looking at alternative provision was to realise a cost saving to the council.</p>		Info
01.03.00	Review of preliminary options appraisal		
01.03.01	<p><i>Refurbish Glamis Hall</i></p> <p>The costs of completely refurbishing Glamis Hall (c £360,000) or a temporary 10 year facelift (c£135,000) were discussed. It was noted that the core building would remain poor in spite of this investment.</p> <p>The maintenance cost for 2010-11 was in the region of £30,000 and was thought to be a major reason why the 2011 tender exercise failed to produce a wide field or many potential savings.</p> <p>It was confirmed that earlier discussions through the Queensway and Brickhill community facilities working party had concluded that if the day centre service were to relocate, they would not seek to retain Glamis Hall for community use. It was thought important that sports changing facilities continued to be available to serve the Queensway pitches.</p>		
01.03.02	<p><i>Relocate service for older people into an existing building</i></p> <p>No suitable existing buildings had been identified to date in order to accommodate the services as currently offered by the council. Members considered other council owned property and asked that the viability of relocating the service back to Queens Hall in the High Street be investigated. This would need extensive capital works and potentially an extension. There would also be potential access issues but would provide a town centre location. There is also a current tenant, albeit on a short term lease.</p> <p>PB undertook to bring forward a planned investigation into capital works needed on the Queens Hall building.</p>		PB

01.03.03	<p><i>Move away from large, centre based-provision</i></p> <p>It was recognised that the community needs of older people are changing along with the priorities of traditional funders. However, members still saw a need for some kind of communal service in the future, even if it differed greatly from the current provision in terms of numbers and scope of service.</p>	
	<p><i>Build a new facility</i></p> <p>Given the high costs of maintaining Glamis Hall, the physical state of the building and the seeming lack of a suitable alternative existing building, a new build was seen to be a possibility. It was noted that there were a number of models as to how a future provision could be delivered and run, such as directly by the council, fully commissioned or in partnership.</p> <p>It was thought that any new build was likely to be part of a larger development project including residential development, and the viability may depend on more than one site coming forward for development.</p>	
01.04.00	<p>Potential sites for a new facility for day care services</p>	
01.04.01	<p>It was noted that over 70% of current day care clients are transported to and from the centre by council staff, whilst others were driven by relatives or drove themselves. Therefore the service did not necessarily need a prime town centre location or top rate public transport access.</p> <p>The desire for sports changing rooms to serve the Queensway pitches was reiterated. The current use of Glamis Hall as a polling station was noted.</p>	Info
01.04.02	<p><i>Windermere Drive, off Queensway</i></p> <p>This site had been under consideration for a community facility in earlier discussions but was not thought to be the most suitable site for a day care facility for older people, due in part to the size of the site. Members therefore decided that they would not be recommending this site to the committee which may leave it free to pursue residential development potential.</p>	
01.04.03	<p><i>Croyland Road (site of old swimming pool)</i></p> <p>Earlier community consultation had highlighted a local desire for older peoples' services along with a health centre on this site.</p> <p>The site would be large enough to sustain a development such as bungalows for older people along with a 'community centre' for day care services and members saw this as an early preferred site in principle, due to the possibility of a range of coordinated services for older people, meeting a changing level of need.</p> <p>There would be physical considerations due to the short frontage of the site and proximity to the brook.</p> <p>It was the most valuable site under consideration in terms of land value and therefore the opportunity cost would have to be considered. It was also noted that (assuming Glamis Hall was decommissioned) the capital cost of providing sports changing facilities at Queensway would need to be factored in to any plans.</p>	

01.04.04	<p><i>Goldsmith Rd, Queensway, (current Glamis Hall site)</i></p> <p>The current site held the least land value of the three sites considered and there would be potential to re-provide a smaller day centre alongside some residential development. The layout of the plot meant that it might be possible to 'flip' the building on the site to allow the current building to remain open until a new one was complete.</p>	
01.04.05	<p>Whilst discussion had taken place to begin to explore sites, it was acknowledged that there were still a number of other factors to consider:</p> <ul style="list-style-type: none"> • Community need • Community involvement • Type and size of facility • Management of any facility • Outline capital costs – building and fittings, equipment etc • Sources of funding • Ongoing Revenue/running costs 	
01.05.00	Next steps	
01.05.01	<p>Next steps were agreed as:</p> <ul style="list-style-type: none"> • Bring forward the study on Queens Hall • Instruct a scoping study to investigate preliminary building needs • Investigate how such a building would be accommodated within the Croyland Rd site • Carry out a comparator in terms of the present Glamis Hall site • Hold another meeting to discuss findings and formulate recommendation to resources Committee • Present recommendations to committee by the end of the year 	<p>PB PB/GC</p> <p>PB</p> <p>PB</p> <p>All</p>
01.06.00	Date of Next Meeting	
01.06.01	To be confirmed when the requested information is available but anticipated to be the end of October / beginning of November	GC

Borough Council of Wellingborough

Meeting Minutes	No: 02	Date: 18.2.13	Time: 15:45
Location: Committee Room, Swanspool House			
Subject: Glamis Hall and the wider location of services for older people			
Attendees: Cllr Bell (meeting chair) Cllr Graves, Cllr Henley, Cllr G Lawman, Cllr Morrall, Cllr Watts, Paul Burnett, Gill Chapman, Chris Pittman,			
Filename: M-Glamis Hall working party 18.2.13.doc			
Item	Subject		Action
02.01.00	Apologies		
02.01.01	Cllr Emerson-Cllr Henley in attendance, Cllr Griffiths		Info
02.02.00	Minutes of the last meeting held 4.10.12		
02.02.01	The minutes of the last meeting held 4.10.12 were agreed and there were no matters arising.		Info
02.03.00	Feedback on scoping studies		
02.03.01	<p>The group had received a summary in advance of the meeting offering the information requested at the previous meeting covering:</p> <ul style="list-style-type: none"> • Investigation on preliminary building needs for a day centre assuming a continuation of delivering the service as at present • Investigations how such a building would be accommodated within the Croyland Rd site • A comparator in terms of the present Glamis Hall site • The likely costs of re-commissioning the former Waendel PDC in Stanley Rd for use as a day centre • Queen's Hall planned preventative maintenance schedule 		Info
02.04.00	Discussion		
02.04.01	<p>The group discussed the relative merits and challenges of each proposed location and the overall fit with the council's longer term strategies. The following points were noted:</p> <ul style="list-style-type: none"> • There is a desire expressed by the working party to continue to fund day centre services for older people, although it was acknowledged that the needs of the user group are changing over time and therefore the service delivery may be different in the future. • The Glamis Hall building is near the end of its economic life and any large capital investment would not be recouped. The current building is not seen as a long term venue for the day centre. • The Croyland Rd site is no longer being considered by members for the purpose of relocating the day centre. • The council has financial restraints and any option has to deliver value for money and potential revenue cost savings. • The alternative potential use of any sites investigated are a consideration 		Info

	<ul style="list-style-type: none"> • Moving from Glamis Hall would give the opportunity to rethink the service, including looking at the possibility of two, smaller operations catering for different levels of need. • There is a desire to work in partnership in the future to secure the best possible outcomes for older people in the borough. • Members wished to receive more detailed information about the potential capacity and refitting costs of both Queen's Hall and the Waendel Centre in Stanley Rd. <p>(Cllr G Lawman left the meeting at this point).</p>	
01.05.00	Next steps	
01.05.01	<p>Next steps were agreed as:</p> <ul style="list-style-type: none"> • Instruct a study of the Waendel Centre in Stanley Rd to investigate the potential capacity for use as a day centre without the need for an extension, and the likely cost to refit for use as a day centre for older and disabled people. • Instruct a study of the Queen's Hall in High Street to investigate the potential capacity for use as a day centre without the need for an extension, and the likely cost to refurbish and refit for use as a day centre for older and disabled people. • Investigate alternative service options 	<p>PB</p> <p>PB</p> <p>CP/GC</p>
01.06.00	Date of Next Meeting	
01.06.01	To be confirmed when the requested information is available but anticipated to be April 2013.	GC

Borough Council of Wellingborough

Meeting Minutes	No: 03	Date: 13.5.13	Time: 15:45
Location: Committee Room, Swanspool House			
Subject: Glamis Hall and the wider location of services for older people			
Attendees: Cllr Graves (meeting chair), Cllr Morrall, Cllr Emerson, Cllr Watts, Paul Burnett, Gill Chapman, Chris Plttman, Victoria Phillipson			
Filename: M-Glamis Hall working party 13.5.13.doc			
Item	Subject		Action
03.01.00	Apologies		
03.01.01	Cllr Bell, Cllr G Lawman		Info
03.02.00	Minutes of the last meeting held 18.2.13		
02.02.01	The minutes of the last meeting held 18.2.13 were agreed and there were no matters arising.		Info
03.03.00	Premises options		
03.03.01	<p>The group had received the architect's report in advance of the meeting covering a study of the Waendel Centre in Stanley Rd and of the Queen's Hall in High Street to investigate the potential capacity for use as a day centre without the need for an extension, and the likely cost to refit for use as a day centre for older and disabled people.</p> <p>A premises options summary was offered as an aide memoire outlining the likely considerations for each site.</p>		Info
03.03.02	VP outlined the impact of the town centre brief on the Queen's Hall site. The whole of the building is listed and there is a requirement within the development brief to keep the ground floor use of the buildings within the vicinity active ie for retail or café use.		
03.03.03	<p>A discussion took place and the following points were noted:</p> <ul style="list-style-type: none"> • The Waendel Centre could be a viable alternative in terms of capacity but the conditions of use of the building and any sale/lease by NCC are not yet known • The Queen's Hall was not deemed a suitable alternative and could be discounted from further discussions. • Glamis Hall is not sustainable in the long term and alternative premises should be sought. In the meantime minimal capital investment should be put into the building • The Glamis Hall site may be suitable as a development site and potentially offer the council a capital receipt • A new build solely funded by the Council is not feasible at this time but the potential of working with a partner should be looked at as part of a longer term plan • The council has financial restraints and any option has to deliver value for money and potential revenue cost savings • Other council owned buildings should be considered eg the Hemmingwell Skills centre • The working group see the need for a dedicated day centre building, not a shared use community centre 		

03.04.00	Service options	
03.04.01	<p>The group discussed the relative merits and challenges of a range of service options and the following points were noted:</p> <ul style="list-style-type: none"> • There is a desire expressed by the working party to continue to fund building-centred day centre services for older people. • There is potential to attract external funding in the future for a range of services. • Social care services such as bathing were seen as an important part of any service to be offered. • It was important that residents continued to be offered the opportunity to gather together in one place to enhance social interaction and mental wellbeing, not to be provided with services at home or on an individual basis. • The council has financial restraints and any option has to deliver value for money and potential revenue cost savings. 	Info
03.05.00	Wider considerations	
03.05.01	<p>The following points were noted:</p> <ul style="list-style-type: none"> • There was no evidenced need for a large community hall on Queensway, although sports changing facilities would be required – these could potentially be situated elsewhere on the perimeter of the Queensway playing fields • The Windermere Drive site did not need to form part of any further discussions and therefore could be released for development • The working group did not wish to keep the Croyland Rd site to build a day centre. It could be offered for development in line with the earlier public consultation - this would not preclude a developer from using the site to provide facilities for older people. 	
03.06.00	Next steps	
03.06.01	<p>Future actions were stated as:</p> <ul style="list-style-type: none"> • Spend no further money on Glamis Hall, except for necessary repairs and maintenance • Pursue the latest NCC position re the Waendel Centre and on what basis they might transfer the building • When the above is known, compare the costs to the current costs at Glamis • Re-establish the likely costs of site clearance at Goldsmith Rd and relocation of sports changing rooms <p>Be alive to possibilities of working with partners to provide a sustainable new build in the long term.</p>	
03.07.00	Date of Next Meeting	
	To be confirmed.	GC

Borough Council of Wellingborough

Meeting Minutes	No: 04	Date: 18.03.14	Time: 16:00
Location: Committee Room, Swanspool House			
Subject: Glamis Hall and the wider location of services for older people			
Attendees: Cllr Bell (meeting chair), Cllr Graves, Cllr G Lawman, Cllr Emerson, Liz Elliott, Gill Chapman			
Filename: M-Glamis Hall working party 18.3.14.doc			
Item	Subject	Action	
04.01.00	Apologies		
04.01.01	Cllr Morrall, Cllr Watts and Cllr Griffiths	Info	
04.02.00	Overview		
04.02.01	<p>The previous meeting of the working party had taken place in May 2013, and so the minutes were not reviewed. Instead, officers recapped the previous actions and considerations of the working party.</p> <p>The focus of this meeting was to concentrate primarily on the day care aspects of the service, whilst noting that the Glamis Hall building also hosts evening and weekend bookings, and sports changing facilities.</p> <p>The following points were noted:</p> <ul style="list-style-type: none"> • The Council had been looking for cost savings from the service since 2011, but a tender process failed to bring forward any service options at a lower price. • The working party had agreed in May 2013 that the Glamis Hall building was expensive to run and not fit for purpose beyond the short term • Several options regarding suitable buildings had been considered by the working group over the previous two years including rebuild, newbuild on other sites, refurbishing existing buildings, both BCW owned and others – none had been deemed suitable <p>Officers then shared information on the current day services with members, highlighting the following points:</p> <ul style="list-style-type: none"> • The service has shifted from a social lunch club to a day care service, serving clients with much greater needs and needing more intensive staff care • The service averages 40 attendees per day with about 180 users in all, • The service is discretionary • The day centre meets a number of health and social care outcomes and provides a good range of services • The funding climate is changing both for BCW and the wider funding pathways through NCC and the health services. 	Info	

	<ul style="list-style-type: none"> • The day centre operates at a net cost to BCW in the region of £135k pa, a figure that will increase to c £170k with the expected changes in external funding. Each visit by each person is subsidised by c £16.50. • Many organisations provide some elements of the service offered at Glamis Hall, but there is no known alternative offering an ‘all in one’ subsidised package for this client group 	
04.03.00	Key Discussions	
04.03.01	<p><i>The future of Glamis Hall day care:</i></p> <p>A discussion took place on the provision of services at Glamis Hall, services offered by other providers and the consequence of not providing day care services at Glamis Hall. The following points were noted in principle:</p> <ul style="list-style-type: none"> • Glamis Hall is at the end of its working life and the council needs to consider best value from its land holdings and property values • No suitable alternative building had been found to host day care services • The council needs to consider whether it is within its strategic aims to deliver what is essentially a medical based service • The council’s financial position means it needs to look more closely at the services it provides and the costs of those services • The service is of value but has few beneficiaries as a percentage of the older population of the borough • The day centre carers are dealing with increasing levels of helath and medical care, increasing the supervision needed and the risk of incidents. • Many organisations provide elements of the services provided at Glamis Hall but not as a holistic service, but it may be possible that a range of providers can offer several elements between them. • The introduction of personal budgets could give people extra income to pay for alternative services • The NCC and Health Prevention tender due in the next few weeks could offer the opportunity for new and alternative services 	Info
04.03.02	<p><i>The future of non day care services at Glamis Hall:</i></p> <p>A discussion took place on the other services offered at Glamis Hall – evening and weekend bookings and sports changing facilities</p> <p>The following points were noted in principle:</p> <ul style="list-style-type: none"> • Glamis Hall is at the end of its working life and there might be scope to redevelop the site to provide housing and a community room/changing facility to enable league football to continue 	Info

	<ul style="list-style-type: none"> • There are few regular bookings and with discussions and planning alternative venues could be offered, meaning sports, meetings etc are likely to be able to continue 	
04.04.00	Next steps	
04.04.01	<p>Future actions were stated as:</p> <ul style="list-style-type: none"> • Review the client base at Glamis Hall and compile a breakdown of individual needs • Investigate the personal budget assessment process • Further investigate local services on offer to older people that match those currently provided at Glamis Hall • Investigate scope for other providers taking on some of the specialist tasks currently provided at Glamis Hall • Be in a position to make recommendations to Resources Committee by September 2014 at the latest. 	GC
03.07.00	Date of Next Meeting	
	To be arranged for the end of April	GC

Borough Council of Wellingborough

Meeting Minutes	No: 05	Date: 06.05.14	Time: 16:00
Location: Committee Room, Swanspool House			
Subject: Glamis Hall and the wider location of services for older people			
Attendees: Cllr Bell (meeting chair), Cllr Graves, Cllr G Lawman, Cllr Emerson (for Cllr Watts), Liz Elliott, Bridget Lawrence, Gill Chapman			
Filename: M-Glamis Hall working party 06.05.14.doc			
Item	Subject	Action	
05.01.00	Apologies		
05.01.01	Cllr Watts and Cllr Griffiths	Info	
05.02.00	Minutes of last meeting and matters arising		
5.02.01	The minutes of the meeting held on 18.3.14 were agreed as a true record. There were no matters arising not covered elsewhere on the agenda.	Info	
05.03.00	Feedback on actions from 18.3.14		
05.03.01	<p>GC recapped previous investigations by the working party and fed back on actions from the last meeting. Members noted the following points:</p> <ul style="list-style-type: none"> • The Glamis Hall building is at the end of its economic life and is not fit for purpose as a day centre due to the specialist needs of vulnerable clients in terms of infection control, hygiene, temperature fluctuations, slips and trips. • The tendering exercise in 2011 failed partly because potential operators viewed the building as a liability • Several sites had been in scope for new builds but none were suitable on further investigation. • 3 alternative existing building had been investigated but were deemed not suitable or too expensive to convert to use as a day centre • The day centre based at the Glamis Hall site has a net revenue cost to the council in the region of £170,000 per annum, to provide a service to 40-50 people a day • All services run at the Glamis Hall site are discretionary • Day centre clients have a range of individual needs. These needs have changed and increased over time so that BCW carer/drivers are now faced with dealing with increasingly frail older people, many of whom have advanced physical and mental health needs. This has led to a service with a greater need for staff cover and increased training to mitigate increasing risks, but at increasing cost. • There are many service providers in the community providing a range of activities, but early investigations show that there is no one alternative provider that offers the same range of services under one roof that the BCW day centre currently offers. • There may be scope for some of the specialist services undertaken at Glamis Hall to be undertaken in a different location. 	Info	

	<ul style="list-style-type: none"> NCC are gradually rolling out the Personal Budget process and there is scope to hold 'surgeries' at Glamis Hall to encourage clients to maximise their income 	
05.04.00	Discussion	
05.04.01	<p>Taking the above points into consideration, the group noted the following:</p> <ul style="list-style-type: none"> Even though no alternative site has been secured, the current building is not fit for purpose and refurbishment would not bring it up to an acceptable standard. There is, therefore, a limited future for the building. The building is used by a number of client groups, all of whom would have needs, as well as views and ideas on possible future provision Time would be needed to look into access to provision of services elsewhere 	Info
05.05.00	Next steps	
05.05.01	<p>Future actions were stated as:</p> <ul style="list-style-type: none"> Prepare a report for the June meeting of the Resources Committee recommending that <ul style="list-style-type: none"> The Glamis Hall building should be closed A consultation be undertaken with stakeholders in regard to all the services currently run from the Glamis Hall site in order to look at ways of accessing similar services in other locations A further report including the results of the consultation be taken to the September meeting of the resources Committee 	BL, LE
05.06.00	Date of Next Meeting	
	No further meeting was arranged.	