

**EXECUTIVE
23 JUNE 2015
5.00 - 6.10 PM**



Present:

Councillors Bettison (Chairman), Dr Barnard (Vice-Chairman), D Birch, Mrs Hayes MBE, Heydon and Turrell

Apologies for absence were received from:

Councillors Brunel-Walker and McCracken

1. Declarations of Interest

There were no declarations of interest.

2. Minutes

RESOLVED that the minutes of the meeting of the Executive on 31 March 2015 together with the accompanying decision records be confirmed as a correct record and signed by the Leader.

3. Executive Decisions

The Executive considered the reports submitted on the items listed below and the decisions taken are recorded in the decision sheets attached to these minutes and summarised below:

Item 5: Response to Children, Young People & Learning Overview and Scrutiny Panel Working Group review on Substance Abuse

RESOLVED that

- 1 The following recommendations of the Working Group "A Review of Substance Misuse Involving Children and Young People" be accepted:
 - a) Following consultation with the Youth Council and/or other relevant groups of local young people, the substance misuse leaflet be updated on a partnership basis to ensure that up to date information is disseminated and that all partners are working together with common understanding and goals.
 - b) Awareness raising booklets including 'before and after' pictorial content be produced to alert parents to the signs and symptoms of substance misuse by their children, and to provide a step guide to recognising a substance misuse issue, acknowledging its potential impact on the family and seeking advice/assistance/treatment to overcome it to be produced.
 - c) A substance misuse peer mentoring scheme be introduced in Bracknell Forest schools to support children and young people with related issues.

- d) Additional training for both newly qualified and established teachers be provided to enable them to detect early signs of substance misuse and then offer support and signposting to services.
- e) A programmed, consistent and joined up partnership approach to substance misuse prevention education in schools involving misuse youth workers, the Youth Offending Services, police and other relevant organisations.
- f) Opportunities are taken to pursue closer family-wide substance misuse working practices between Children's Social Care, Adult Social Care and Public Health.
- g) Efforts be made to secure the closure of the gap in CAMHS Tier 2 preventive mental health services and to increased CAMHS service provision to assist young people to break free from substance misusing peer groups and support young people at risk of offending and entering the court system owing to substance misuse.
- h) A Berkshire wide substance misuse data sharing protocol be developed to enable comparisons with other local authorities and to facilitate identification and response to issues.
- i) In recognition of the link between substance misuse and child sexual exploitation, relevant groups such as Children's Social Care, the police and Local Safeguarding Children's Board strategic group be requested to monitor this situation and report to the Children and Young People Overview and Scrutiny Panel on request on a regular basis.
- j) Where appropriate, child protection plans include the requirement for parent(s)/guardians to attend a relevant substance misuse support for treatment programme.
- k) The Working Group has carried out a thorough review of substance misuse services involving children and young people. Although the review is focused on the impact of substance misuse on children and young people, it also involved adult family members and the drug and alcohol services function which falls within the portfolio of the Executive Member for Adult Services and Health.

Item 6: Changes to admission to schools as a basis for consultation

RESOLVED that

- 1 To consult on the removal of feeder primary links for secondary school admission purposes be agreed.
- 2 To consult on revisions to primary and secondary school designated areas be agreed.
- 3 If requested by a Voluntary Controlled school, to change that school's admission criteria to omit the denominational criterion.
- 4 To consult on including in criteria for Community and Voluntary Controlled schools protection for up to 6 years for younger siblings of children who were living in the designated area at the time of their admission be agreed.

- 5 Non-statutory and statutory consultation will take place between 1 September and 20 November be agreed.

Item 7: Binfield Learning Village: Appointment of school sponsor

RESOLVED that

- 1 The School Sponsor Appointment Plan to identify a preferred sponsor for the Binfield Learning Village Academy School, as attached at Appendix 1 to the report be agreed.
- 2 To notify the DfE of the Council's intention to seek an Academy sponsor be agreed.
- 3 The appointment application evaluation criteria, as attached at Appendix 3 to the report be agreed.

Item 8: Local Development Scheme

RESOLVED that the Local Development Scheme at Appendix A to the report shall come into effect on 30th June 2015.

Item 9: Update on Provision for Young People Not In Education, Employment or Training (NEET)

RESOLVED that

- 1 The progress made in reducing the number of young people not in education, employment or training be noted.
- 2 The updated version of the Bracknell Forest NEET Strategy and Action Plan as set out in Appendix 1 to the report be agreed.

Item 9: Local Account 2014/15

RESOLVED that the Annual Report for Adult Social Care for 2014-15 be approved.

Item 10: Corporate Performance Overview Report

RESOLVED that the performance of the Council over the period from January to March 2015 highlighted in the Overview Report in Annex A be noted.

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Minute Annex

Bracknell Forest Council Record of Decision

Work Programme Reference	I051102
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1. **TITLE:** Response to Children, Young People & Learning Overview and Scrutiny Panel Working Group review on Substance Abuse

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

3. **PURPOSE OF DECISION**

To determine the Executive's response to the recommendations in the report by a working group of the Children, Young People & Learning Overview and Scrutiny Panel Working Group review on Substance Abuse

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the following recommendations of the Working Group "A Review of Substance Misuse Involving Children and Young People" be accepted:

- a) Following consultation with the Youth Council and/or other relevant groups of local young people, the substance misuse leaflet be updated on a partnership basis to ensure that up to date information is disseminated and that all partners are working together with common understanding and goals.
- b) Awareness raising booklets including 'before and after' pictorial content be produced to alert parents to the signs and symptoms of substance misuse by their children, and to provide a step guide to recognising a substance misuse issue, acknowledging its potential impact on the family and seeking advice/assistance/treatment to overcome it to be produced.
- c) A substance misuse peer mentoring scheme be introduced in Bracknell Forest schools to support children and young people with related issues.
- d) Additional training for both newly qualified and established teachers be provided to enable them to detect early signs of substance misuse and then offer support and signposting to services.
- e) A programmed, consistent and joined up partnership approach to substance misuse prevention education in schools involving misuse youth workers, the Youth Offending Services, police and other relevant organisations.
- f) Opportunities are taken to pursue closer family-wide substance misuse working practices between Children's Social Care, Adult Social Care and Public Health.
- g) Efforts be made to secure the closure of the gap in CAMHS Tier 2 preventive mental health services and to increased CAMHS service provision to assist young people to break free from substance misusing peer groups and support young people at risk of

offending and entering the court system owing to substance misuse.

- h) A Berkshire wide substance misuse data sharing protocol be developed to enable comparisons with other local authorities and to facilitate identification and response to issues.
- i) In recognition of the link between substance misuse and child sexual exploitation, relevant groups such as Children's Social Care, the police and Local Safeguarding Children's Board strategic group be requested to monitor this situation and report to the Children and Young People Overview and Scrutiny Panel on request on a regular basis.
- j) Where appropriate, child protection plans include the requirement for parent(s)/guardians to attend a relevant substance misuse support for treatment programme.
- k) The Working Group has carried out a thorough review of substance misuse services involving children and young people. Although the review is focused on the impact of substance misuse on children and young people, it also involved adult family members and the drug and alcohol services function which falls within the portfolio of the Executive Member for Adult Services and Health.

7. REASON FOR DECISION

The Overview and Scrutiny Working Group has spent considerable time on the review and the Executive are asked to support the recommendations outlined above.

8. ALTERNATIVE OPTIONS CONSIDERED

There are no alternative options.

9. PRINCIPAL GROUPS CONSULTED: None

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

11. DECLARED CONFLICTS OF INTEREST: None.

Date Decision Made	Final Day of Call-in Period
23 June 2015	30 June 2015

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I054079
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1. **TITLE:** Changes to admission to schools as a basis for consultation

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

3. **PURPOSE OF DECISION**

To review school admissions criteria and designated areas in the light of the new, large housing developments that are likely to be built over the next 10 years.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That to consult on the removal of feeder primary links for secondary school admission purposes be agreed.

2 That to consult on revisions to primary and secondary school designated areas be agreed.

3 That if requested by a Voluntary Controlled school, to change that school's admission criteria to omit the denominational criterion.

4 That to consult on including in criteria for Community and Voluntary Controlled schools protection for up to 6 years for younger siblings of children who were living in the designated area at the time of their admission be agreed.

5 That non-statutory and statutory consultation will take place between 1 September and 20 November be agreed.

7. **REASON FOR DECISION**

Over the past few years in excess of 5,000 school places have been created. There has been no significant review of designated areas for over 15 years. Projecting forward, up to 13 additional primary forms of entry (FE) and up to 9 secondary FE are required as a result of new housing developments. Significant changes are required to existing DA boundaries that will affect all schools in the Borough. It is necessary to start the process now for the required changes to admissions arrangements so that entry to schools in September 2017 is possible.

As a complex project the Council wishes to receive comments in order to inform the way forward.

The changes demonstrate that the Council is responding positively and transparently to new housing and the need for new schools.

Having set out the overall strategic objective it would be the Council's intention to seek

agreement to detailed changes through the annual admissions consultation process over forthcoming years by working towards the final outcome year by year, as required and when school providers are known.

8. ALTERNATIVE OPTIONS CONSIDERED

'No change' is not an option. Alternative options are set out in the body of the report.

9. PRINCIPAL GROUPS CONSULTED: To be confirmed.

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

11. DECLARED CONFLICTS OF INTEREST: Councillor Dr Barnard declared an interest in Item 6 as a governor at Garth Hill College.

Councillor Birch declared an interest in Item 6 as a governor at St Michael's, Sandhurst Primary School.

Councillor Turrell declared an interest in Item 6 as a governor at Harmans Water Primary School.

Date Decision Made	Final Day of Call-in Period
23 June 2015	30 June 2015

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I54086
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1. **TITLE:** Binfield Learning Village: Appointment of school sponsor

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

3. **PURPOSE OF DECISION**

To agree the process for appointing a sponsor for the proposed all-through Binfield Learning Village as an Academy school.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the School Sponsor Appointment Plan to identify a preferred sponsor for the Binfield Learning Village Academy School, as attached at Appendix 1 to the report be agreed.

2 That to notify the DfE of the Council's intention to seek an Academy sponsor be agreed.

3 That the appointment application evaluation criteria, as attached at Appendix 3 to the report be agreed.

7. **REASON FOR DECISION**

Local authorities (LA) have a duty to provide sufficient school places to meet needs in their area. The Council has identified significant areas of new housing that are scheduled to be built in the period to 2025. The provision of a new primary, secondary and special all-through school at Binfield Learning Village is an important part of the overall future provision in the Borough.

The Education Act 2011 changed the arrangements for establishing new schools and introduced Section 6A (the academy/free school presumption) to the Education and Inspections Act 2006. Where a LA thinks there is a need for a new school in its area it must seek proposals to establish an academy school.

Given the pressures on school places and the design and construction period, the timely appointment of a provider is necessary to start the process at the current time.

In June 2013, the Executive agreed:

- a) the methodology to be used to endorse potential providers, thereby ensuring that any providers will be equipped to deliver good and outstanding provision.
- b) that a standing Education Review Group be established with an independent Chair, the Executive Member for Children, Young People and Learning, the Chair of the Children, Young People & Learning Overview and Scrutiny Panel, one other Councillor representative from the opposition party, the Director of Children, Young People &

Learning or their representative, two school representatives (a headteacher and Chair of Governors) and a parent governor.

- c) the criteria which potential providers should meet if they wish to be commissioned to run a school in the borough.

The scope, timetable, funding model and the procurement plan for the Binfield Learning Village was approved by the Executive in October 2014. Mace has been appointed as the design and build contractor under the IESE framework.

8. ALTERNATIVE OPTIONS CONSIDERED

The option of expanding an existing school was considered but this is not viable as the resulting school would be too big to run effectively.

The Education and Inspections Act 2006 gives statutory force to the presumption that all new schools will be academies. The Council will follow the requirements of the Act and statutory guidance issued by the Secretary of State so that a suitable provider is appointed including so far as may be possible consideration of existing schools.

- 9. **PRINCIPAL GROUPS CONSULTED:** The views of the Community Reference Group will be incorporated into the published version.

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

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

Date Decision Made	Final Day of Call-in Period
23 June 2015	30 June 2015

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I53435
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1. **TITLE:** Local Development Scheme
2. **SERVICE AREA:** Environment, Culture & Communities
3. **PURPOSE OF DECISION**

To approve an updated Local Development Scheme which will set out the Council's programme for the preparation of Planning Policy documents for the next three years.

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

6. **DECISION:**

That the Local Development Scheme at Appendix A to the report shall come into effect on 30th June 2015.

7. **REASON FOR DECISION**

The Council is required to maintain an up to date LDS on its website. Preparation and adoption of an up to date LDS will give residents, businesses and potential investors a clear indication that the Council remains committed to having an effective planning policy framework in place. Existing policies in the 2002 Local Plan and the Core Strategy pre-date current planning legislation, policy and guidance and therefore need to be reviewed in the light of these in order to provide a robust planning policy framework.

As set out in paragraph 2.2, it is clear that the Council is vulnerable on appeal without more robust housing policies in place. This is, in part, due to the strategic sites taking longer to come on board than originally anticipated. The preparation of a Comprehensive Local Plan (CLP) will review the Borough's housing requirement and allocate necessary sites to meet development needs more quickly than set out in the current LDS.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The option of not updating the LDS has been considered but as set out in this report the current proposals in the LDS which identify three Local Plans to be prepared is not considered to be the most effective way forward in order for the Council to influence the future level and location of new development. Not publishing an up to date LDS would mean a lack of clarity for local residents, developers and the business community about the Council's intended approach to producing planning policies to guide future development.

In addition, alternative timetables for the production of a CLP have been considered as discussed in Section 6 of this report.

9. **PRINCIPAL GROUPS CONSULTED:** Statutory consultees, "Duty to Co-Operate" bodies, developers, landowners, the public, amenity groups, and other stakeholders.

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

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

Date Decision Made	Final Day of Call-in Period
23 June 2015	30 June 2015

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I052110
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1. **TITLE:** Update on Provision for Young People Not In Education, Employment or Training (NEET)

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

3. **PURPOSE OF DECISION**

To approve the update on activities to support young people who are NEET.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the progress made in reducing the number of young people not in education, employment or training be noted.

2 That the updated version of the Bracknell Forest NEET Strategy and Action Plan as set out in Appendix 1 to the report be agreed.

7. **REASON FOR DECISION**

To ensure that the Bracknell Forest NEET Strategy and Action Plan continues to focus on the ongoing reduction in the number of young people who are not in education, employment or training, which is a priority action for the Council.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

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

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

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

Date Decision Made	Final Day of Call-in Period
23 June 2015	30 June 2015

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I051384
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1. **TITLE:** Local Account 2014/15
2. **SERVICE AREA:** Adult Social Care, Health & Housing
3. **PURPOSE OF DECISION**

Approve the Bracknell Forest Adult Social Care & Health Local Account for 2014/15.

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

6. **DECISION:**

That the Annual Report for Adult Social Care for 2014-15 be approved.

7. **REASON FOR DECISION**

In the past, the Care Quality Commission were provided with information on adult social care performance in providing social care services in Bracknell Forest Council. This no longer happens and we are requested to produce a Annual Report.

Supporting people using adult social care services, their families and carers to have more choice, control and independence are among the council's achievements and ongoing priorities, outlined in the document.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None considered.

9. **PRINCIPAL GROUPS CONSULTED:** Managers in Adult Social Care, Health and Housing
Partnership Boards
10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health & Housing
11. **DECLARED CONFLICTS OF INTEREST:** None.

Date Decision Made	Final Day of Call-in Period
23 June 2015	30 June 2015

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I052159
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1. **TITLE:** Corporate Performance Overview Report

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

3. **PURPOSE OF DECISION**

To inform the Executive of the Council's performance over the fourth quarter of 2014-15.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the performance of the Council over the period from January to March 2015 highlighted in the Overview Report in Annex A be noted.

7. **REASON FOR DECISION**

To brief the Executive on the Council's performance, highlighting key areas, so that appropriate action can be taken if needed.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None applicable.

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

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

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

Date Decision Made	Final Day of Call-in Period
23 June 2015	30 June 2015

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