



**EXECUTIVE**  
**14 JUNE 2016**  
**5.00 - 6.00 PM**

**Present:**

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

**Apologies for absence were received from:**

Councillors Brunel-Walker

**1. Declarations of Interest**

Councillor Birch declared a non-pecuniary interest in Item 4: Revenue Budget 2016/17 – Additional Savings Proposals, as a representative of Involve.

Councillor Dr Barnard declared a non-pecuniary interest in Item 4: Revenue Budget 2016/17 – Additional Savings Proposals, as a trustee of Involve.

**2. Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 10 May 2016 together with the accompanying decision records be confirmed as a correct record and signed by the Leader.

**Executive Decisions and Decision Records**

The Executive considered the following items. The decisions are recorded in the decision sheets attached to these minutes and summarised below:

**3. Overview & Scrutiny Review of Procedure for Planning Applications and Enforcement**

**RESOLVED** that the Executive;

- i) commended the working group for the review conducted and the report it produced and
- ii) endorsed the proposed response to the working group report as set out in section 5 of the report attached to the agenda papers.

**4. Revenue Budget 2016/17 - Additional Savings Proposals**

Councillor Birch declared a non-pecuniary interest in Item 4: Revenue Budget 2016/17 – Additional Savings Proposals, as a representative of Involve.

Councillor Dr Barnard declared a non-pecuniary interest in Item 4: Revenue Budget 2016/17 – Additional Savings Proposals, as a trustee of Involve.

**RESOLVED** that;

- i) the Executive recommended to Council the savings proposals set out in Annexes A to C and
- ii) that the Council's Commitment Budget be amended to reflect the savings proposals contained in the report.

5. **Bracknell Forest Children & Young People's Mental and Emotional Wellbeing Strategy 2016-19**

**RESOLVED** that the Bracknell Forest Children & Young People's Mental and Emotional Wellbeing Strategy 2016-19 be ratified and the action plan be implemented.

6. **Community Learning Service – Ofsted Inspection**

**RESOLVED** that;

- i) the Executive noted the outcome of the recent Ofsted inspection and
- ii) agreed the action plan produced in response to the Ofsted Inspection 2016 as summarised in Annex A.

7. **Family Focus Programme Update**

**RESOLVED** that the planned programme for this project be approved.

8. **Update on provision for Young People Not in Education, Employment or Training (NEET)**

**RESOLVED** that the current strategies in place to support vulnerable young people into a sustainable form of education, employment or training be endorsed.

9. **Annual Report on the Statutory Roles and Responsibilities of the Director of Children's Services and the Lead Member for Children's Services 2015-16**

**RESOLVED** that the Executive endorsed the report and noted the range of activity undertaken by the Director of Children's Services and Lead Member for Children's Services in fulfilling the Statutory Guidance.

10. **Complaint Against Bracknell Forest Council - Ombudsman Decision**

**RESOLVED** that the Executive;

- i) noted the Ombudsman's findings
- ii) agreed that no further action needed to be taken in relation to the matter set out in the report
- iii) noted that a copy of the report had been circulated to all members of the Council
- iv) and approved the draft report of the Executive attached as Annex A.

11. **Corporate Performance Overview Report**

**RESOLVED** that the Executive noted the performance of the Council over the period from January to March 2016, highlighted in the Overview Report in Annex A.

**Decision Records**

**CHAIRMAN**

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## Bracknell Forest Council Record of Decision

<b>Work Programme Reference</b>	<b>IO59169</b>
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1. **TITLE:** Environment Overview and Scrutiny Panel Planning Review Conclusions

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

3. **PURPOSE OF DECISION**

To seek the Executives endorsement of the review findings.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

The Executive commended the working group for the review it conducted and the report it produced and endorsed the proposed response to the working group report as set out in section 5 of the report.

7. **REASON FOR DECISION**

The Overview and Scrutiny Working Group undertook a review of the planning application process and of enforcement. The working group was encouraged to undertake a thorough and in depth review, exploring the anecdotal problems and issues which have been raised by members about the service. It undertook a number of exploratory meetings with officers and also undertook a visit to Elmbridge Council which had been a runner up in a recent national planning award

It is positive that the review did not find any fundamental issues with the current service. The findings of the report were welcomed and identified a number of suggested changes in process and procedure. The working group has made a range of recommendations to the Executive.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Executive may wish to consider an alternative response to that outlined in the report.

9. **PRINCIPAL GROUPS CONSULTED:** None

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I060405</b>
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1. **TITLE:** General Fund Revenue Budget 2016/17 - Further Savings Proposals

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To recommend to Council additional savings for inclusion in the 2016/17 revenue budget.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

The Executive recommended to Council that the savings proposals set out in Annexes A to C be approved and that the Council's Commitment Budget be amended to reflect the savings proposals contained in the report.

7. **REASON FOR DECISION**

To approve further savings that will enable the Council to deliver its Medium Term Financial Strategy.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The alternative is not to approve the savings. Alternative proposals would then need to be developed and consulted upon if the Council is to deliver its Medium Term Financial Strategy.

9. **PRINCIPAL GROUPS CONSULTED:** The public.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I059662</b>
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1. **TITLE:** Ratification of the Emotional Health and Wellbeing Strategy 2016-19

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

3. **PURPOSE OF DECISION**

For the Executive to agree the Emotional Health and Wellbeing Strategy 2016-19.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the strategy is ratified and the action plan is implemented.

7. **REASON FOR DECISION**

The strategy reflects national and local policy drivers and concerns and has been extensively consulted on.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

9. **PRINCIPAL GROUPS CONSULTED:** Headteachers, Emotional Health and Wellbeing Sub-Group, Health and Wellbeing Board, Children and Young People's Partnership

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I060264</b>
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1. **TITLE:** Outcome of the Bracknell Forest Community Learning Inspection
2. **SERVICE AREA:** Children, Young People and Learning
3. **PURPOSE OF DECISION**

To brief the Executive on the outcome of the February 2016 Ofsted inspection of the Community Learning Service and to endorse the action plan.

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

6. **DECISION:**

The Executive noted the outcome of the recent Ofsted inspection and agreed the action plan produced in response to the Ofsted Inspection 2016, as summarised in Annex A.

7. **REASON FOR DECISION**

This is a statutory inspection of a regulated service the findings of which will be used to inform future provision.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None, this is a statutory inspection.

9. **PRINCIPAL GROUPS CONSULTED:** Not applicable
10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.
11. **DECLARED CONFLICTS OF INTEREST:** None.

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016



**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I060006</b>
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- 1. **TITLE:** Family Focus Phase 2
- 2. **SERVICE AREA:** Children, Young People and Learning
- 3. **PURPOSE OF DECISION**

To update the Executive on the Council's progress with phase 2 of the Troubled Families programme that commenced in January 2015.

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

6. **DECISION:**

The Executive approved the planned programme for this project.

7. **REASON FOR DECISION**

In recognition of the successful completion of Phase 1 of the Troubled Families programme Bracknell Forest Council was invited to become an 'early starter' to Phase 2. Work is developing with partners to roll out the new phase that will run for 5 years and has had cross party support. The first two years funding was approved and further funding support was allocated to those early starters for service transformation. The Chief Executive has signed up to this programme as have all other Local Authorities.

The expansion of this programme will focus on the existing areas of concern e.g. school attendance, youth crime and anti-social behaviour and adults out of work, but it will also incorporate the learning from the first phase and reach out to families with a broader range of problems such as domestic abuse, physical and mental health, substance abuse and younger children that need help.

This programme will support the delivery of the Council's Transformation Project 'Council Wide Family Focus' to improve service delivery at the frontline, improve outcomes for chaotic families and to reduce costs for the long term.

To date 84 families have been engaged and have a key worker and 24 families have been turned around, and now require no further support from public services. By September a further 90 families will have been identified and receiving interventions.

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.

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I058836</b>
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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**

This report outlines the range of interventions that have either been introduced or further developed to support young people that are not in a form of education, employment or training. This remains a key area of focus for the Council and a number of positive outcomes have been noted as a result. If young people are NEET at the age of 18, they are more likely to be unemployed throughout adulthood or find themselves in low paid employment. They are also more likely to suffer frequent periods of unemployment.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

The Executive endorsed the current strategies in place to support vulnerable young people into a sustainable form of education, employment or training.

7. **REASON FOR DECISION**

To ensure that the Bracknell Forest NEET Strategy 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.

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I060578</b>
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1. **TITLE:** Third Annual Report on the Statutory Roles and Responsibilities of the Director of Children's Services and the Lead Member for Children's Services 2015-16

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

3. **PURPOSE OF DECISION**

This annual report provides an account of the role of the Director Children, Young People and Learning and the Lead Member for Children, Young People and Learning as identified in the Department for Education Statutory Guidance on the Roles and Responsibilities of the Director of Children's Services (DCS) and the Lead Member for Children's Services (LMCS) (DfE, 2012). A copy of the guidance is attached as Appendix 1.

The report covers a range of activity undertaken by the DCS and LMCS in fulfilling the Statutory Guidance, but does not cover all of the work they undertake.

4 **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

The Executive endorsed the report and noted the range of activity undertaken by the DCS and LMCS in fulfilling the Statutory Guidance.

7. **REASON FOR DECISION**

The Children Act 2004 requires every upper tier local authority to appoint a Director of Children's Services and designate a Lead Member for Children's Services.

The DCS and LMCS are appointed for the purpose of discharging the education and children's social services functions of the local authority. The aim is that between them the DCS and LMCS provide a clear and unambiguous line of local accountability.

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.

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I060787</b>
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1. **TITLE:** Complaint Against Bracknell Forest Council - Ombudsman Decision

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

This report is to appraise the Executive of a decision by the Local Government Ombudsman that there was maladministration by the Council in respect of the accuracy of measurements included in an officer report to the Planning Committee.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

The Executive noted the Ombudsman's findings and agreed that no further action needed to be taken in relation to the matter set out in this report.

The Executive noted that a copy of the report had been circulated to all members of the Council and approved the draft report of the Executive attached as Annex A.

7. **REASON FOR DECISION**

To comply with the provisions of the Local Government and Housing Act 1989.

8. **ALTERNATIVE OPTIONS CONSIDERED**

In view of the fact that the Ombudsman has categorised the complaint as "Upheld: Maladministration, no injustice," the statutory process for reporting the decision must be followed.

9. **PRINCIPAL GROUPS CONSULTED:** Meetings

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I060765</b>
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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 2016.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

The Executive noted the performance of the Council over the period from January to March 2016, highlighted in the Overview Report in Annex A.

7. **REASON FOR DECISION**

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

8. **ALTERNATIVE OPTIONS CONSIDERED**

None applicable.

9. **PRINCIPAL GROUPS CONSULTED:** None

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
14 June 2016	21 June 2016

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