

**EXECUTIVE  
9 MAY 2017  
5.00 - 6.10 PM**



**Present:**

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

**94. Declarations of Interest**

There were no declarations of interest.

**95. Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 11 April 2017 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:

**96. Citizen and Customer Contact Transformation Project**

**RESOLVED** that the recommendations from the Plan Phase of the Citizen and Customer Contact Transformation Programme be endorsed.

**97. Joint Central and Eastern Berkshire Minerals and Waste Local Plan - Issues and Options Consultation**

**RESOLVED** that;

- i) the Issues and Options for the Central and Eastern Berkshire Joint Minerals and Waste Plan be approved for the purposes of public consultation
- ii) the Chief Officer: Planning, Transport and Countryside in consultation with the Executive Member for Planning and Transport, be authorised to make any minor amendments necessary to the Issues and Options for the Central and Eastern Berkshire Joint Minerals and Waste Plan, prior to public consultation.

**98. Community Safety Partnership Plan 2017-2019**

**RESOLVED** that the priorities identified within the Community Safety Partnership Plan 2017-2019 be endorsed.

**99. Residents' Survey 2017 Results**

**RESOLVED** that the Residents' Survey 2017 results report and the statistical table be noted and that the communications plan be endorsed.

100. **Commercial Property Investment Strategy - Update**

It was **RECOMMENDED** to Council that £20m be released in capital funding in 2017/18 from the indicative 2018/19 Capital Programme in order to accelerate delivery of the Council's agreed Commercial Property Investment Strategy.

101. **Provision of Community Based Intermediate Care Service**

**RESOLVED** that the model for future commissioning of Intermediate Care be approved.

102. **Development of the Lodge - Learning Disability Accommodation**

**RESOLVED** that;

- i) the Lodge site provide bespoke new build accommodation for a minimum of 10 residents with a learning disability in accordance with the specified accommodation needs;
- ii) offers be sought from registered social landlords to undertake the development and provide nominations agreement.
- iii) contracts be exchanged and the sale of the site be completed subject to grant of detailed planning permission
- iv) details of the terms of disposal be delegated to the Chief Officer: Property, Chief Officer: Housing, and Executive Members for Transformation & Finance and Adult Social Care, Health & Housing.

103. **Exclusion of Public and Press**

**RESOLVED** that pursuant to Regulation 4 of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2012, and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of items 13 and 14 which involve the likely disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:

- (3) Information relating to the financial or business affairs of any particular person (including the authority).

**Executive Decisions Containing Exempt Information**

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.

104. **Community Based Support Service Tender**

**RESOLVED** that a contract for the Community Based Support Service commencing on 14 August 2017 be awarded to tenderers B,C,D,G and H.

105. **Commissioning of Public Health Nursing Services from 2018**

**RESOLVED** that;

- i) the commissioning of a 0-19 Public Health Nursing Service (incorporating Health Visiting and School Nursing) be approved on the basis of a two-year contract duration (with provision for three separate one-year extensions) from 1 April 2018.
- ii) the procurement plan set out in Annex A of the Director of Adult Social Care, Health & Housing report be approved.
- iii) the Executive Member for Adult Social Care Health & Housing be authorised to award the contract, subject to the recommended bid being within the available budget.

**CHAIRMAN**

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## Bracknell Forest Council Record of Decision

<b>Work Programme Reference</b>	<b>I067302</b>
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1. **TITLE:** Citizen and Customer Contact Transformation Project

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To formally agree the proposals and recommendations for implementing our new approach to Citizen and Customer contact following the Plan Phase Gateway Review.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the recommendations in the Plan Phase of the Citizen and Customer Contact Transformation Programme be endorsed.

7. **REASON FOR DECISION**

The programme must move to the 'Do Phase' in order to implement the principles for the customer experience and achieve the anticipated outcomes and savings for 2020 and beyond.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

9. **PRINCIPAL GROUPS CONSULTED:** Staff and managers across the Council.  
Citizen and Customer Contact Programme  
Team members.  
Corporate Management Team

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>
9 May 2017	16 May 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I067791</b>
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1. **TITLE:** Joint Central and Eastern Berkshire Minerals and Waste Local Plan - Issues and Options Consultation

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

3. **PURPOSE OF DECISION**

To agree to consult on the Issues and Options Minerals and Waste Local Plan.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Issues and Options for the Central and Eastern Berkshire Joint Minerals and Waste Plan be approved for the purposes of public consultation.

That the Chief Officer: Planning Transport and Countryside in consultation with the Executive member for Planning and Transport, be authorised to make any minor amendments necessary to the Issues and Options for the Central and Eastern Berkshire Joint Minerals and Waste Plan, prior to public consultation.

7. **REASON FOR DECISION**

It is important that the Council has an up to date and robust planning framework to guide development which reflects current national policy and guidance. The preparation of the Joint Minerals and Waste Plan will ensure that this is in place.

The joint plan must be prepared in consultation with the local community and other stakeholders. This consultation will allow early engagement to help inform the next stage of the Plan. Preparation of the Joint Minerals and Waste Plan will support the priorities as set out in the Council Plan 2015–2019, in particular; 'A clean, green, growing and sustainable place'.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Council could have sought to provide plan coverage for Minerals and Waste in its Comprehensive Local Plan, rather than preparing a separate plan, however due to the strategic nature on Minerals and Waste issues this was ruled out at an early stage. Creating a joint plan creates economies of scale and enables the council to deal with Minerals and Waste issues strategically.

The four authorities could have sought to undertake informal Regulation 18 consultation without a formal Issues and Options stage, however due to the length of time between plans it is felt important to fully engage at an early stage in plan development so all interested parties are aware of the issues and options that are before the four authorities.

9. **PRINCIPAL GROUPS CONSULTED:** Public
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>
9 May 2017	16 May 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I063615</b>
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1. **TITLE:** Community Safety Partnership Plan 2017-2019

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

3. **PURPOSE OF DECISION**

To endorse the Community Safety Partnership Plan 2017-19 and recommend to Council on 1 March 2017 that the Plan be adopted.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the priorities identified within the Community Safety Partnership Plan 2017-2019 be endorsed.

7. **REASON FOR DECISION**

To allow The Executive to provide representations regarding the identified priorities.

8. **ALTERNATIVE OPTIONS CONSIDERED**

There are no alternative options to the production of a Community Safety Partnership Plan; it is a statutory requirement.

9. **PRINCIPAL GROUPS CONSULTED:** Public  
Elected Members  
Partnerships  
Stakeholders  
Business community

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>
9 May 2017	16 May 2017



**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I065836</b>
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1. **TITLE:** Residents' Survey 2017
2. **SERVICE AREA:** Corporate Services
3. **PURPOSE OF DECISION**

To provide the Executive with the results of the 2017 Residents' Survey.

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

6. **DECISION:**

That the Residents' Survey 2017 results report and statistical comparison table be noted and the communications plan be endorsed.

7. **REASON FOR DECISION**

To provide the Executive with the results of the Residents' Survey 2017, to ensure that these are communicated effectively and that the Council acts on residents' views to continually improve the way it operates.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Not applicable.

9. **PRINCIPAL GROUPS CONSULTED:** 1,800 Residents
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>
9 May 2017	16 May 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I068738</b>
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1. **TITLE:** Commercial Property Investment Strategy - Update

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

To seek approval to bring forward funding from 2018/19 to accelerate delivery of the approved Commercial Property Investment Strategy.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Executive recommended to Council the release of £20m capital funding in 2017/18 from the indicative 2018/19 Capital Programme in order to accelerate delivery of the Council's agreed Commercial Property Investment Strategy (CPIS).

7. **REASON FOR DECISION**

To facilitate implementation of the Commercial Property Investment Strategy.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Executive could have determined to leave the phasing of funding to support the CPIS as originally approved, which was not recommended for the reasons set out below.

In order to enable the CPIS to be pursued as soon as practicable, without compromising on the robust assessment approach that has been taken to date, it was recommended that Council be requested at the earliest opportunity to bring forward the £20m earmarked for the CPIS in 2018/19 into the current year. This would accelerate delivery of part of the Council's Efficiency Plan, take some of the pressure off other services to achieve savings in 2018/19 and create some additional one-off resources.

9. **PRINCIPAL GROUPS CONSULTED:** Corporate Management Team  
Executive Committee: Commercial Property

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>
9 May 2017	16 May 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I063292</b>
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1. **TITLE:** Provision of Community Based Intermediate Care Service

2. **SERVICE AREA:** Adult Social Care, Health & Housing

3. **PURPOSE OF DECISION**

Consideration and approval of a business case on the future commissioning arrangements for Intermediate Care.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the community based model for future commissioning of Intermediate Care be approved.

7. **REASON FOR DECISION**

Intermediate Care is currently provided via a combination of bed based care at Bridgewell, and community based care provided in people's homes. Commissioners, jointly with the Council and the Clinical Commissioning Group, were keen to explore whether a predominantly community based model would be successful in Bracknell Forest.

At its meeting of the 18 July 2016 the Better Care Fund Board considered a report outlining three options for the possible future provision of Intermediate Care in Bracknell Forest, and gave approval to develop its preferred option to a full specification and business case. The Board received the full specification and business case at its meeting of 31 October, and approved the model, noting that the final decision would rest with the Council's Executive.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Two other options were considered, the first was to retain the status quo, i.e. continue to provide bed based Intermediate Care at Bridgewell with no nursing input, or second, to a fully integrated service delivering bed based Intermediate Care, home based reablement and a day centre for rehabilitation; all from a single new site. The first option was rejected because the current service does not support people with medium or high care or support needs, and is likely to lead to increased re-admission rates; the second option is considered unaffordable.

9. **PRINCIPAL GROUPS CONSULTED:** Clinical Commissioning Group, Frimley Hospital, Voluntary Sector, Healthwatch, GPs

10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health & Housing

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
9 May 2017	16 May 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I068239</b>
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1. **TITLE:** Development of The Lodge - Learning Disability Accommodation

2. **SERVICE AREA:** Adult Social Care, Health & Housing

3. **PURPOSE OF DECISION**

To seek authority to develop The Lodge, Stoney Road site to provide bespoke accommodation for residents with a learning disability in the borough.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Lodge site be developed to provide bespoke new build accommodation for a minimum of 10 residents with a learning disability in accordance with the specified accommodation needs;

That offers be sought from registered social landlords to undertake the development and to provide nominations agreement.

That contracts be exchanged and the sale be completed for the site, subject to grant of detailed planning permission.

Details of the terms of disposal to be delegated to the Chief Officer: Property, Chief Officer: Housing, and Executive Members for Transformation & Finance and Adult Social Care, Health & Housing.

7. **REASON FOR DECISION**

The redevelopment of The Lodge site to provide bespoke accommodation for people with learning disability supports the Adult Social Care, Health and Housing Transformation Programme.

There is insufficient suitable adapted accommodation in the borough for learning disability residents and the sale of The Lodge for redevelopment will help to address this housing need.

The development not only provides good quality accommodation for people with learning disability but also delivers revenue savings in terms of support costs thus demonstrating a clear business case.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Council could develop The Lodge site itself. The Council would then take the development risk but would retain the freehold. The Council could then lease the development to a specialist registered provider to manage. This approach would not lever

resources from the registered providers to part fund the development and as such was not recommended.

The Council could dispose of the site on the open market with a requirement to develop accommodation that meets the specification. This would require a developer to be in a long lease with a specialist registered provider to manage the property. If the development requires social housing grant to be viable then the Council is not able to provide social housing grant to non- registered providers. Thus this option was not recommended.

9. **PRINCIPAL GROUPS CONSULTED:** None.
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
9 May 2017	16 May 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I065555</b>
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1. **TITLE:** Community Based Support Service Tender
2. **SERVICE AREA:** Adult Social Care, Health & Housing
3. **PURPOSE OF DECISION**

To approve the recommendation to award a contract for the Community Based Care Service following a competitive tender.

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

That a contract for the Community Based Support Service commencing on 14 August 2017 be awarded to Tenderer B, C, D, G and H.

7. **REASON FOR DECISION**

To enable a choice of support arrangements to be available to people who meet the council's eligibility criteria through a framework agreement with five providers.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Not to award a contract, however this is not considered a viable option as under the current model there has been a marked upward trend with a doubling of hours of support commissioned for the same number of people leading to a doubling of costs within a 5 year period. There is no satisfactory explanation for this increase over and above the reduction in residential placements which does not account for the whole increase. This demonstrates the financial impact to the council and the need to implement a new approach which seeks to reduce the dependency for paid support.

9. **PRINCIPAL GROUPS CONSULTED:** Internal teams within Adult Social Care, organisations who provide domiciliary support (both current providers and potential providers), voluntary & community organisations, people who use the service, and carers.
10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health & Housing
11. **DECLARED CONFLICTS OF INTEREST:** None.

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
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9 May 2017	16 May 2017
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**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I066605</b>
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1. **TITLE:** Commissioning of Public Health Nursing Services from 2018

2. **SERVICE AREA:** Adult Social Care, Health & Housing

3. **PURPOSE OF DECISION**

To review the options and recommendations for the future commissioning of 0–19 Public Health Nursing Services (Health Visiting and School Nursing) from April 2018.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the commissioning of a 0-19 Public Health Nursing Service incorporating Health Visiting and School Nursing be approved on the basis of a two-year contract duration (with provision for three separate one-year extensions) from 1 April 2018.

That the procurement plan set out in exempt Annex A attached to the agenda papers be approved.

That the Executive Member for Adult Social Care Health & Housing be authorised to award the contract, subject to the recommended bid being within the available budget.

7. **REASON FOR DECISION**

Ensuring adequate provision of Health Visiting and School Nursing support is a mandatory responsibility of the council. A new service contract is required to provide continuity of care from April 2018.

8. **ALTERNATIVE OPTIONS CONSIDERED**

To not invest in the continued provision of Health Visiting or School Nursing services. This would be likely to significantly undermine health outcomes and safeguarding as well as represent a false economy in relation to the resulting increased demand on other services.

To deliver public health nursing services ‘in house’ in a way that is integrated with other council run children’s services (for example: early help or social care). Evidence from other areas indicates that it is likely to be an extremely complex process requiring significant management time and costs, with no evidence of any financial savings.

9. **PRINCIPAL GROUPS CONSULTED:** Chairman of the Governing Body, BACCG  
Associate Director: Safeguarding,  
Designated nurse for safeguarding adults  
and children, East Berkshire CCGs  
Director of Finance & Performance,  
Berkshire Healthcare NHS Foundation Trust

(provider)  
Locality Director, BHFT  
Head of Integrated CYPF, Universal  
Children's Services, BHFT  
Bracknell Forest LSCB Chair  
Bracknell Forest LSCB  
Director of Children Young People &  
Learning  
Children & Young People's Partnership  
Board  
Children's Social Care Management Team  
Head of Early Help  
Strategy & Development Manager Over 5s  
Strategy & Development Manager Under 5s  
Children's Centres staff  
2nd stage – wider public consultation

10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health & Housing

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
9 May 2017	16 May 2017