

**EXECUTIVE  
26 SEPTEMBER 2017  
5.00 - 5.21 PM**



**Present:**

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

**Also Present:**

Councillor

**Apologies for absence were received from:**

Councillors Bettison OBE and Turrell

**19. Declarations of Interest**

There were no declarations of interest.

**20. Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 18 July 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:

**21. Bracknell Forest Tree Strategy**

**RESOLVED** that:

- 1 The draft Tree Strategy be approved for public consultation, and,
- 2 Following public consultation and subject to the outcome of that consultation the strategy be approved by the Executive Member for Culture, Corporate Services & Public Protection.

**22. Safeguarding Adults Annual Report 2016/17**

**RESOLVED** that the report be noted.

23. **Council Plan Overview Report**

**RESOLVED** that:

- 1 The performance of the Council over the period from April - June 2017 highlighted in the Overview Report in Annex A of the Chief Executive's report be noted.
- 2 The intention to submit a joint bid with the other five Berkshire Unitary Authorities to be a pilot area for localisation of National Non-Domestic Rates (NNDR) be noted.

**RECOMMENDED** to Council the provision of up to £7m of capital funding as Bracknell Forest's contribution to the Heathlands EMI scheme, noting that £3m of this will be met by the CCG in some way so will not fall as a cost to the Council.

24. **Exclusion of Public and Press**

**RESOLVED** that pursuant to Regulation 21 of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2000, members of the public and press be excluded from the meeting for the consideration of item 9 which involves 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).

25. **Procurement Plan for Retender of Property and Motor Insurance Provider**

**RESOLVED** that:

- 1 The Procurement Plan for the tender of the property and motor insurance policies be approved.
- 2 The award of the contract(s) be delegated to the Director of Resources subject to the new contracts being within budget.

**CHAIRMAN**

## Bracknell Forest Council Record of Decision

<b>Work Programme Reference</b>	<b>1071588</b>
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1. **TITLE:** Bracknell Forest Tree Strategy

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

3. **PURPOSE OF DECISION**

To approve the draft Tree Strategy for public consultation.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

The draft Tree Strategy be approved for public consultation.

Following public consultation the strategy be approved by the Executive Member for Culture, Corporate Services & Public Protection.

7. **REASON FOR DECISION**

Bracknell Forest is the third most forested authority in the country, with an independent survey identifying 39.8% of the borough is covered by tree canopy (Bluesky, 2014). These trees define the character of Bracknell Forest and represent a significant natural infrastructure asset from which the borough's residents derive multiple benefits.

To continue benefiting from this resource the council will require a co-ordinated approach to maintain the forest of Bracknell while meeting our legal duties and management responsibilities, which fall to the authority as both a tree owner and a democratic body with specific responsibilities relating to trees.

8. **ALTERNATIVE OPTIONS CONSIDERED**

There is no legislative need for having a formal strategy. However, the Council has a central role in the community to lead on managing trees for the benefit of the public. The Council also previously identified the need for a tree strategy in 2006 (Report of Tree Policy Review Group).

Without a strategy, tree management across the borough will continue on a case-by-case basis without reference to a public document. While the 2006 tree policy provides guidance that directs day to day decision making, it is not a public document and it does not have a format or structure that supports a wider use in Council operations.

9. **PRINCIPAL GROUPS CONSULTED:**

Heads of Service have been consulted for Environmental Services, Education, Flood

Authority, Highways Asset Management, Recreation, Property Services, Planning and Transport Development.

Consultation was also been made with stakeholders such as the Bracknell Forest Nature Partnership.

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>
26 September 2017	3 October 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I071589</b>
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1. **TITLE:** Safeguarding Adults Annual Report 2016/17
2. **SERVICE AREA:** Adult Social Care, Health and Housing
3. **PURPOSE OF DECISION**

To inform of the work of the Bracknell Forest Safeguarding Adults Partnership Board during 2016-2017.

4. **IS KEY DECISION** No
5. **DECISION MADE BY:** Executive
6. **DECISION:**

To note the Bracknell Forest Safeguarding Adults Partnership Board Annual Report 2016/17.

**7. REASON FOR DECISION**

The Care Act 2014 states that each local authority Safeguarding Adults Partnership Board (SAPB) must publish an annual report detailing what the SAPB has done during the year to achieve its main objectives, and what each member organisation has done to implement the strategy as well as detailing the findings of any Safeguarding Adults Reviews (previously known as Serious Case Reviews) and subsequent action.

This report details the breadth of activity undertaken by Board members and identifies the achievements against the Boards development plan for the year.

During 2016/17 the Bracknell Forest and the Windsor and Maidenhead Safeguarding Adult Boards endorsed the proposal to merge and to create a new single Bracknell Forest and Windsor and Maidenhead SAB. The new board arrangements commenced on 1 July 2017.

The progress against the aims and objectives of the Board's strategic plan are contained within the report. In line with the requirements set out in the Care Act the new joint Board will continually develop the strategic objectives and consult/ take into account feedback from the public during the year.

To ensure that there is a local Safeguarding Adults Board and that the Board is effective is a statutory duty for the Council; as such it is important that the executive are sighted on the work of the Board.

**8. ALTERNATIVE OPTIONS CONSIDERED**

None applicable.

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

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>
26 September 2017	3 October 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I071590</b>
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1. **TITLE:** Council Plan Overview Report

2. **SERVICE AREA:**

3. **PURPOSE OF DECISION**

To note the Council's performance over the first quarter of 2017/18.

4 **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- 1 The performance of the Council over the period from April - June 2017 highlighted in the Overview Report in Annex A of the Chief Executive's report be noted.
- 2 The intention to submit a joint bid with the other five Berkshire Unitary Authorities to be a pilot area for localisation of National Non-Domestic Rates (NNDR) be noted.

**RECOMMENDED** to Council the provision of up to £7m of capital funding as Bracknell Forest's contribution to the Heathlands EMI scheme, noting that £3m of this will be met by the CCG in some way so will not fall as a cost to the Council.

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:**

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
26 September 2017	3 October 2017

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I071591</b>
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1. **TITLE:** Procurement Plan for Retender of Property and Motor Insurance Provider

2. **SERVICE AREA:**

3. **PURPOSE OF DECISION**

To approve the Procurement Plan for the tendering of the property and motor insurance provider with associated claims handling services.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that:

1. The Procurement Plan for the tender of the property and motor insurance policies be approved.

2. The award of the contract(s) be delegated to the Director of Resources subject to the new contracts being within budget.

7. **REASON FOR DECISION**

To enable the Council to procure new insurance policies for property and motor assets

To enable a more streamlined procurement process

8. **ALTERNATIVE OPTIONS CONSIDERED**

The tender award process could follow current Contract Standing Orders, however, this would be less efficient as it would require review and approval to the award at the end of the process for a commodity that the Council is required to have.

9. **PRINCIPAL GROUPS CONSULTED:**

10. **DOCUMENT CONSIDERED:** Report of the Director of Resources

11. **DECLARED CONFLICTS OF INTEREST:**

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
26 September 2017	3 October 2017