

## Notice of Meeting

### Executive

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

Thursday 7 July 2022, 5.00 pm

Council Chamber - Time Square, Market Street, Bracknell, RG12  
1JD



### Agenda

Item	Description	Page
1.	<b>Apologies</b>	
2.	<b>Declarations of Interest</b>	
	<p>Members are asked to declare any Disclosable Pecuniary or Affected Interests in respect of any matter to be considered at this meeting.</p> <p>Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.</p> <p>Any Member with an Affected Interest in a matter must disclose the interest to the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.</p>	
3.	<b>Minutes</b>	3 - 16
	To consider and approve the minutes of the meeting of the Executive held on 21 June 2022.	
4.	<b>Urgent Items of Business</b>	
	Any other items which, pursuant to Section 100B(4)(b) of the Local Government Act 1972, the Chairman decides are urgent.	

### Executive Key Decisions

The items listed below all relate to Key Executive decisions, unless stated otherwise below.

5.	<b>Exclusion of Public and Press</b>	
	To consider the following motion:  That pursuant to Regulation 4 of the Local Authorities (Executive	

### **EMERGENCY EVACUATION INSTRUCTIONS**

If you hear the alarm, leave the building immediately. Follow the green signs. Use the stairs not the lifts. Do not re-enter the building until told to do so.

	<p>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 item 6 which involves the likely disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:</p> <p>(3) Information relating to the financial or business affairs of any particular person (including the authority holding that information).</p> <p><i>NB: No representations were received in response to the 28 day notice of a private meeting.</i></p> <p><b>Reporting:</b></p>	
6.	<b>Coopers Hill - Settled Site Development Plan</b>	17 - 34
	<p>To agree recommendations included in Coopers Hill settled development plan</p> <p><b>Reporting:</b> Stuart McKellar</p>	

Sound recording, photographing, filming and use of social media is permitted. Please contact Hannah Harding, 01344 352308, hannah.harding@bracknell-forest.gov.uk, so that any special arrangements can be made.

Published: 29 June 2022

### **EMERGENCY EVACUATION INSTRUCTIONS**

If you hear the alarm, leave the building immediately. Follow the green signs. Use the stairs not the lifts. Do not re-enter the building until told to do so.



**EXECUTIVE**  
**21 JUNE 2022**  
**5.00 - 5.55 PM**

**Present:**

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

12. **Declarations of Interest**

There were no declarations of interest.

13. **Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 1 June 2022 together with the accompanying decision records be confirmed as a correct record.

14. **Urgent Item of Business**

There were no urgent items of business.

**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:

15. **Consultation on the Results of the Health and Wellbeing Strategy**

**RESOLVED** that the Bracknell Forest Health and Wellbeing Strategy is endorsed.

16. **Greening Waste Collection Progress Update**

**RESOLVED** that the report is noted and approved.

17. **Annual report on Climate Change Strategy**

**RECOMMENDED** that Council note and approve the report.

18. **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 items 9 & 10 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).

19. **Bridgewell Supported Living**

**RESOLVED** that

- i. option B - Council to build two-storey building with four distinct households consisting of 5-bedrooms (total 20-beds). The Council to procure a) the landlord service provider and b) the care & support service provider is approved.
- ii. the design and build budget is approved.
- iii. the Strategic Procurement Plan for the building design and works (including early/enabling works) in Appendix 3 is approved.
- iv. the Strategic Procurement Plan for the a) landlord service provider and b) the care & support service provider in Appendix 4 is approved.
- v. the timetable set out in paragraph 5.23 is approved.

20. **Contract Extension Approval for Look Ahead - Accommodation Based Housing Related Support Service**

**RESOLVED** that

- i. the Executive delegate authority to the Executive Director: People to approve a 12 month extension of the current Look Ahead contract via a waiver, effective from 1<sup>st</sup> September 2022 to 31<sup>st</sup> August 2023.
- ii. the Executive approve the contract extension, which will be recorded as a key decision to ensure compliance with the Council's Contract Standing Orders (CSO) and the legal advice in section 6.1.
- iii. the Executive Director of People approve the approach and timeline proposed for a strategic commissioning review of the current service model, development of proposals around the preferred route to market, and procurement of the accommodation based housing related support service.

**CHAIRMAN**

## Bracknell Forest Council Record of Decision

<b>Work Programme Reference</b>	<b>I103275</b>
---------------------------------	----------------

1. **TITLE:** Consultation on the Results of the Health and Wellbeing Strategy

2. **SERVICE AREA:** Place, Planning & Regeneration

3. **PURPOSE OF DECISION**

Developing and publishing a local Joint Health and Wellbeing strategy (JHWS) is a statutory duty of the Health and Wellbeing Board (HWB) a formal committee of local partners.

The JHWS is a mechanism through which the HWB delivers its key role in improving the health and wellbeing of the local population.

Health and wellbeing boards must involve the local Healthwatch organisation and the local community, and this should be continuous throughout the JHWS process.

The JHWS demonstrates how the local council and the NHS deliver their statutory duty in improving the health and wellbeing of the local population and reducing health inequalities.

This is not about taking action on everything at once, but about setting a small number of key strategic priorities for action, that will make a real impact on people's lives

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Bracknell Forest Health and Wellbeing Strategy is endorsed.

7. **REASON FOR DECISION**

1. The Health and Wellbeing Board is required to prepare a Health and Wellbeing Strategy. The Draft Health and Wellbeing Strategy has been co-produced to identify the key health and wellbeing priorities for Bracknell Forest. The draft plan was prepared and consultation on the plan was agreed by the Health and Wellbeing Board at its meeting on 2nd December 2021
2. The Consultation took place in March 2022 and received 81 responses. These responses were from a variety of groups including residents and health professionals. The Consultation sought to understand the support (or otherwise) for the plan and its various priorities and actions the following were the main conclusions of the Consultation
  - 76.5% of the respondents to the public consultation strongly agreed or tended to agree overall with the strategy, with 15% neither agreeing nor disagreeing.
  - 65% of the respondents strongly agreed or tended to agree with the vision and 20% neither agreed nor disagreed.
  - 77% strongly agreed or tended to agree, 10% strongly disagreed or tended to

disagree with the priorities.

3. The majority of the comments of those who did not agree with the plan were in the main commenting on primary care access. As this is not a direct role of the plan these matters have been passed to relevant colleagues within the appropriate element of the NHS. The majority of comments received were very positive about the strategy and respondents commented that if this was implemented it would make a difference to the residents' health and wellbeing.
4. 50% of the respondents said they would like to keep updated on the progress of the strategy with 75% of them offering to be involved in further engagement.
5. Appendix 2 Provides a general summary of the consultation responses to each element of the plan. Appendix 3 sets out the specific comments (by theme) made on the plan and the response / action to the comment. Where a key change to the plan was required this has been identified and the plan amended.
6. The key changes to the plan are refresh of priority 4 to reflect the change in national policy from outbreak management of COVID to living with COVID.

#### 8. **ALTERNATIVE OPTIONS CONSIDERED**

None considered (As the preparation of a Health and Wellbeing Strategy is a statutory requirement)

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: Place, Planning & Regeneration

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
21 June 2022	28 June 2022

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I106268</b>
---------------------------------	----------------

1. **TITLE:** Greening Waste Collection Progress Update

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To provide an update on the waste collection service changes made in March 2021 and the impact these have had on the Borough's recycling and landfill rates. The report will also include an update on the progress of the roll out of food waste collections from flats.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the report is noted and approved.

7. **REASON FOR DECISION**

The greening waste and recycling collection service changes have exceeded all targets set.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: Delivery

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
21 June 2022	28 June 2022

This page is intentionally left blank

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I106639</b>
---------------------------------	----------------

1. **TITLE:** Annual report on Climate Change Strategy

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To present the Annual Report on the Climate Change Strategy for Climate Change Advisory Panel on 8 June, and to Full Council on 13 July 2022.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RECOMMENDED** that Council note and approve the report.

7. **REASON FOR DECISION**

Council are requested to endorse progress so far.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: Delivery

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
21 June 2022	28 June 2022

This page is intentionally left blank

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I107112</b>
---------------------------------	----------------

1. **TITLE:** Bridgewell Supported Living

2. **SERVICE AREA:** People

3. **PURPOSE OF DECISION**

The purpose of this report is to present options for delivery of four 5-bed supported living apartments at the Bridgewell site and seek approval of the recommended option - council to build and thereafter appoint the Registered Provider (RP) and a separate Care & Support provider. Supported Living enables people with a learning disability and/or autism to live independently, whether in shared accommodation or in their own home. By investing in good quality home styled accommodation, the Council will continue to demonstrate its commitment to ensuring that people are supported to be independent, resilient, physically and emotionally healthy.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that

- i. option B - Council to build two-storey building with four distinct households consisting of 5-bedrooms (total 20-beds). The Council to procure a) the landlord service provider and b) the care & support service provider is approved.
- ii. the design and build budget is approved.
- iii. the Strategic Procurement Plan for the building design and works (including early/enabling works) in Appendix 3 is approved.
- iv. the Strategic Procurement Plan for the a) landlord service provider and b) the care & support service provider in Appendix 4 is approved.
- v. the timetable set out in paragraph 5.23 is approved.

7. **REASON FOR DECISION**

1. It is important to emphasise that without the new accommodation, a large cohort of vulnerable people will soon be living in accommodation not suited to their needs, or unable to be adapted to be suited to their needs. People have the right to suitable accommodation as well as independence. On completion of the project, residents will have an increase in independence and reduction of social isolation. They will be able to enjoy freedom and

independence and are encouraged to be in control of their lives, ensuring that they are supported to manage their daily living skills to the best of their ability. The added value of Supported Living is that parents / carers are enabled to better juggle their roles in caring and paid work, leading to improved well-being, avoiding a detrimental effect on the family's financial circumstances. Ensuring the right accommodation with a person-centred care and support package will reduce escalation to costly residential placements.

2. Through its commitment of ensuring that people are supported to be independent, resilient, physically and emotionally healthy, the Council will increase the number of well-built flexible accommodation in the borough.
3. Approval of this project will lead to net revenue savings over the long term as a result of providing new fit for purpose accommodation, which will enable efficiency in the supported care delivery.

**8. ALTERNATIVE OPTIONS CONSIDERED**

1. Design: As mentioned in the January 2021 Executive report the proposed design is for four households with 5-bedrooms and en-suites plus shared communal areas. Self-contained flats were considered but found not to be suitable. The group that we are proposing have at least a moderate learning disability, their mobility is deteriorating, and they are getting older. The current cohort being considered, are not able to participate to any significant extent in their meal preparation. Some of them need support or at least monitoring while they eat.
2. Delivery method: two main delivery options have been considered: Option B - Council to build and thereafter appoint the Registered Provider (RP) and a separate Care & Support provider. In this option the Council will retain the new build asset and adequate control in terms of the services contracts and achieve net savings. The alternative is Option C - to appoint a RP to build and operate the facility, transferring the risk of building and service delivery to the operator, whilst maintaining a separate provider for the care & support services in line with good practice. Option A - Council to apply to the Social Housing Regulator to become a RP is considered complex and time consuming for this size of project, on this basis it was discounted.
3. A do-nothing option was previously discounted on the basis that the cohort of existing residents identified for the new accommodation at Bridgewell are currently living in unsuitable accommodation which does not meet their needs. As a result, care and support cost needed to meet their needs is likely to be higher and it is also possible that they might move out of the borough or into residential homes.

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: People

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
---------------------------	------------------------------------

21 June 2022	28 June 2022
--------------	--------------

This page is intentionally left blank

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I106863</b>
---------------------------------	----------------

1. **TITLE:** Contract Extension Approval for Look Ahead - Accommodation Based Housing Related Support Service

2. **SERVICE AREA:** People

3. **PURPOSE OF DECISION**

To seek approval to extend the current contract with Look Ahead for accommodation-based housing related support services for a period of 12 months

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i. the Executive delegate authority to the Executive Director: People to approve a 12 month extension of the current Look Ahead contract via a waiver, effective from 1st September 2022 to 31st August 2023.
- ii. the Executive approve the contract extension, which will be recorded as a key decision to ensure compliance with the Council's Contract Standing Orders (CSO) and the legal advice in section 6.1.
- iii. the Executive Director of People approve the approach and timeline proposed for a strategic commissioning review of the current service model, development of proposals around the preferred route to market, and procurement of the accommodation based housing related support service.

7. **REASON FOR DECISION**

1. Continuation of the Look Ahead Contract will enable continuity of support for 54 young people with housing needs, and 26 young people open to Children Social Care (Children Looked After, Care Leavers and Unaccompanied Asylum Seeking Children).
2. The current contract supports BFC to meet the following Housing and Statutory Duties under:
  - The Homelessness (Priority Need for Accommodation) (England) Order 2002 – Prioritising accommodation for Children Looked After, Young People under 21 and other vulnerable young people.
  - Housing Act 1996 - Provide interim accommodation for those who are, homeless, eligible for assistance or in priority need.
  - The Homelessness Reduction Act (HRA) 2017 – Duty to prevent homelessness and Duty to relieve homelessness.
  - Children Act 1989 – Providing accommodation for Children Looked After (CLA) and

- Unaccompanied Asylum Seeking Children (UASC) within the local area.
- The Care Leavers (England) Regulations 2010 – Providing assistance in order to meet the relevant child’s needs in relation to education, training or employment as provided for in the pathway plan.
- Statutory Guidance on Securing Sufficient Accommodation for Looked After Children – Secure sufficient accommodation within the authority’s area which meets the needs of children that the local authority are looking after.

**8. ALTERNATIVE OPTIONS CONSIDERED**

1. Not extending the current contract – there would not be adequate time to commission an alternative Housing Related Support Service to meet our duties, creating significant pressure on the Housing team to source accommodation to rehouse 80 young people and potential delays in sourcing accommodation for additional young people requiring support, which will result in an increased risk of homelessness.
2. Increasing the use of Semi-Independent providers for CLA and Care Leavers – there would be sourcing challenges around placing many CLA and Care Leavers with Semi- Independent providers. This option will put significant pressure on existing budgets, increase the number of CLA and Care Leavers in high cost placements and significantly increase the number of young people placed in unregulated provision potentially out of Borough in the short term.

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: People

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

Date Decision Made	Final Day of Call-in Period
21 June 2022	28 June 2022

By virtue of  
Regulation 4 of the Local Authorities (Executive  
Arrangements) (Access to Information) (England)  
Regulations 2012.

Document is Restricted

This page is intentionally left blank

By virtue of  
Regulation 4 of the Local Authorities (Executive  
Arrangements) (Access to Information) (England)  
Regulations 2012.

Document is Restricted

This page is intentionally left blank