

**EXECUTIVE  
20 JUNE 2023  
5.30 - 6.20 PM**



**Present:**

Councillors Temperton (Chair), Neil (Vice-Chair), Bailey, Bidwell, Gillbe, Jefferies, Purnell and Wright

**1. Declarations of Interest**

There were no declarations of interest.

**2. Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 21 March 2023 together with the accompanying decision records be confirmed as a correct record.

**3. Urgent Items 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:

**4. SEND Strategy 2023-2025**

**RESOLVED** that

- i. the progress made on implementing the SEND written statement of action to improve services to children and families and the feedback received from the Department for Education and NHS England relating to the end of January 2023 is noted.
- ii. that the Council has secured £1m through the Government's Delivering Better Value in SEND programme and in its bid to build a new specialist Autistic Spectrum Disorder (ASD) special school in the Borough, to improve further inclusive, local services for children and young people with SEND is noted.
- iii. the release of £350,000 from the Council's corporate contingency included in the 2023/24 budget to fund additional short term staffing capacity within the SEND team is approved to ensure momentum is maintained to deliver the identified service improvements.
- iv. the SEND Strategy 2023 – 2025, that has been developed through close working with professionals, parents, carers and young people is approved to provide a clear direction for the service in the years ahead.

5. **Financial Hardship Action Plan Update**

**RESOLVED** that

- i. the planned and accelerated initiatives set out in 5.4 are endorsed to address the local cost of living challenges to be delivered within the next three months.
- ii. the Executive commit to reviewing the existing Financial Hardship Action Plan with a report back to Executive in autumn ahead of Winter 2023.

6. **Quarter 4 Council Plan Overview Report**

**RESOLVED** that the performance of the council over the period from January- March 2023 highlighted in the Overview Report is noted.

7. **Strategic Procurement Plan Opladen Way Development**

**RESOLVED** that

- i. That the Executive approves this Strategic Procurement Plan (Appendix A) to tender the appointment of a main contractor under a Traditional building Contract to create up to seven new temporary homes.
- ii. The Executive delegates the award of the works contract to the Executive Member for Finance & Business Change in consultation with Executive Director Delivery.

8. **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 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).

9. **Part Refurbishment of Bracknell Leisure Centre**

**RESOLVED** that the Executive:

- i. Supports additional investment in the Bracknell Leisure Centre based on Option 2 described in paragraph 5.5 that will secure significant enhancements to the facility to benefit users in addition to meeting the invest to save threshold through an increased management fee payment for the Council, and to enable this.
- ii. Agrees to release section 106 funding allocated to the provision of built sports and recreation

**RECOMENDED** to Council to approve a Supplementary Capital Approval with the associated borrowing costs already accounted for within the Option 2 figures detailed in recommendation 2.1.

## Bracknell Forest Council Record of Decision

<b>Work Programme Reference</b>	<b>L111779</b>
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1. **TITLE:** SEND Strategy 2023-2025

2. **SERVICE AREA:** People

3. **PURPOSE OF DECISION**

To capture and define the strategic objectives for the SEND team, enabling the Council and its partners, to plan initiatives to meet future needs, which in turn will improve the lives and opportunities for children and young adults.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i. the progress made on implementing the SEND written statement of action to improve services to children and families and the feedback received from the Department for Education and NHS England relating to the end of January 2023 is noted.
- ii. that the Council has secured £1m through the Government's Delivering Better Value in SEND programme and in its bid to build a new specialist Autistic Spectrum Disorder (ASD) special school in the Borough, to improve further inclusive, local services for children and young people with SEND is noted.
- iii. the release of £350,000 from the Council's corporate contingency included in the 2023/24 budget to fund additional short term staffing capacity within the SEND team is approved to ensure momentum is maintained to deliver the identified service improvements.
- iv. the SEND Strategy 2023 – 2025, that has been developed through close working with professionals, parents, carers and young people is approved to provide a clear direction for the service in the years ahead.

7. **REASON FOR DECISION**

- i. Ofsted and the Care Quality Commission (CQC) inspected the local area's effectiveness of the area in implementing the special educational needs and/or disabilities (SEND) reforms as set out in the Children and Families Act 2014. In summary, the inspection raised significant concerns about the effectiveness of the area. As a result, Bracknell Forest partners – the council and the then clinical commissioning group (CCPG) were required to produce and submit a written statement of action (WSOA) to Ofsted that explains how it will tackle nine areas of significant weakness.
- ii. When the WSOA was produced it was agreed that the Executive would be provided

with quarterly updates on progress made towards implementation of the plan, following each of the DfE and NHS England reviews.

- iii. Thrive in Learning, our existing Bracknell Forest SEND strategy, concluded in December 2022. Our WSOA included an action to develop a refreshed strategy for SEND in Bracknell Forest. The strategy has been co-produced with a wide range of stakeholders including early years, school, and college leaders; professionals from education, health, SEND and care; as well as parents, carers, young people, and children. It reflects our collective ambition, priorities, and objectives for SEND so that children and young people achieve

**8. ALTERNATIVE OPTIONS CONSIDERED**

None

9. **PRINCIPAL GROUPS CONSULTED:** Parent Carer Forum  
School Heads and Colleges  
SEND Management and operational staff  
SEND Improvement Partnership Board (SIPB) members  
Voluntary sector  
NHS Frimley - Integrated Care Board  
Dept for Education  
Legal  
BHFT service provider

10. **DOCUMENT CONSIDERED:** Executive SEND update and Strategy June 2023  
FINAL PDF  
SEND Strategy\_2023\_2025 final non designed draft 31-5-23  
DfE second progress review meeting January 2023  
SEND equalities monitoring 2023 final

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

Date Decision Made	Date decision will be implemented
20 June 2023	27 June 2023

- 1. **TITLE:**
- 2. **SERVICE AREA:**
- 3. **PURPOSE OF DECISION**
  
- 4. **IS KEY DECISION**
- 5. **DECISION MADE BY:**
- 6. **DECISION:**
  
- 7. **REASON FOR DECISION**
  
- 8. **ALTERNATIVE OPTIONS CONSIDERED**

- 9. **PRINCIPAL GROUPS CONSULTED:**
- 10. **DOCUMENT CONSIDERED:**
- 11. **DECLARED CONFLICTS OF INTEREST:**

<b>Date Decision Made</b>	<b>Date decision will be implemented</b>

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**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I115047</b>
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1. **TITLE:** Financial Hardship Action Plan Update

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

3. **PURPOSE OF DECISION**

To review the progress of the Financial Hardship Action Plan and the upcoming work for the remainder of the plan period. To set out the proposed initiatives to support residents experiencing financial hardship that will be delivered in the coming months.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that

- i. the planned and accelerated initiatives set out in 5.4 are endorsed to address the local cost of living challenges to be delivered within the next three months.
- ii. the Executive commit to reviewing the existing Financial Hardship Action Plan with a report back to Executive in autumn ahead of Winter 2023.

7. **REASON FOR DECISION**

There continues to be significant financial pressures facing many households in the borough, addressing this is a priority for the new lead administration. The recommendations set out provide continued and enhanced support to those most in need. These actions focus on where the council can help reduce the impact of financial hardship and encourage the financial resilience of residents.

8. **ALTERNATIVE OPTIONS CONSIDERED**

A range of potential initiatives have been considered as part of these proposals. The recommendations balance the time, budget and resourcing constraints with providing the critical support the residents experiencing acute challenges as a result of the rising cost of living.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
20 June 2023	27 June 2023

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**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I112960</b>
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1. **TITLE:** Quarter 4 Council Plan Overview Report

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

3. **PURPOSE OF DECISION**

To provide the Executive with an update on the delivery of the objectives set out in the Council Plan.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the performance of the council over the period from January- March 2023 highlighted in the Overview Report is 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. **DOCUMENT CONSIDERED:** Report of the Chief Executive

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
20 June 2023	27 June 2023

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**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I114708</b>
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1. **TITLE:** Strategic Procurement Plan Opladen Way Development

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To seek approval of the Strategic Procurement Plan to enable the commencement for the procurement process to appoint a main contractor to construct seven new temporary homes for homeless households

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i. That the Executive approves this Strategic Procurement Plan (Appendix A) to tender the appointment of a main contractor under a Traditional building Contract to create up to seven new temporary homes.
- ii. The Executive delegates the award of the works contract to the Executive Member for Finance & Business Change in consultation with Executive Director Delivery.

7. **REASON FOR DECISION**

It is a requirement of the contract standing orders that the Executive approve any strategic procurement plan with a value more than £1m. This decision seeks approval for the procurement process.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Discussions have been held with our JV partner, Countryside where they have advised that the project is too small to be developed under the Cambium Partnership.

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>
20 June 2023	27 June 2023

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**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I113001</b>
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1. **TITLE:** Part Refurbishment of Bracknell Leisure Centre

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To seek approval for investment into various areas of Bracknell Leisure Centre in order to improve the customer experience.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that the Executive:

- i. Supports additional investment in the Bracknell Leisure Centre based on Option 2 described in paragraph 5.5 that will secure significant enhancements to the facility to benefit users in addition to meeting the invest to save threshold through an increased management fee payment for the Council, and to enable this.
- ii. Agrees to release section 106 funding allocated to the provision of built sports and recreation

**RECOMENDED** to Council to approve a Supplementary Capital Approval with the associated borrowing costs already accounted for within the Option 2 figures detailed in recommendation 2.1.

7. **REASON FOR DECISION**

Detailed within the confidential report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Detailed within the confidential report.

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>
20 June 2023	27 June 2023

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