

Notice of Meeting

Council

Councillor Ejaz (Mayor)
Councillor Penfold (Deputy Mayor)
Councillors Penfold, Allen, Bailey, Barnard, Bidwell, Brown, Cochrane, Collings, C Eberle, T Eberle, Egglestone, M Forster, S Forster, Frewer, Frost, Gaw, Gillbe, Haffegée, Harrison, Hayes MBE, Jefferies, Karim, McKenzie-Boyle, McLean, Mossom, Neil, O'Regan, Pickering, Purnell, Robertson, Smith, Temperton, C Thompson, P Thompson, Virgo, Watts, Webb, Welch, Wright and Zahuruddin



Wednesday 17 April 2024, 7.30 pm
Time Square, Market Street, Bracknell, RG12 1JD

Susan Halliwell
Chief Executive

Agenda

All councillors at this meeting have adopted the Mayor's Charter which fosters constructive and respectful debate.

Item	Description	Page
1.	Apologies for Absence	
2.	Minutes of Previous Meeting	3 - 8
	To approve as a correct record the minutes of the meeting of the Council held on 19 March 2024.	
3.	Declarations of Interest	
	Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting. 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. 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.	
4.	Mayor's Announcements	
5.	Executive Report	9 - 14

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.

	To receive the Leader's report on the work of the Executive since the Council meeting held on 19 March 2024.	
--	--------------------------------------------------------------------------------------------------------------	--

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: 8 April 2024

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.

COUNCIL
19 MARCH 2024
7.30 - 9.04 PM



Present:

Councillors Penfold (Deputy Mayor), Allen, Bailey, Barnard, Bidwell, Brown, Collings, C Eberle, T Eberle, Egglestone, M Forster, S Forster, Frewer, Frost, Gaw, Gillbe, Haffegge, Harrison, Hayes MBE, Jefferies, Karim, McLean, Mossom, Neil, O'Regan, Pickering, Purnell, Smith, Temperton, C Thompson, P Thompson, Virgo, Watts, Webb, Welch, Wright and Zahuruddin

Present Virtually:

Councillors Karim and Mossom

Apologies:

Councillors Ejaz, Cochrane, McKenzie-Boyle and Robertson

Point of Order

Councillor Harrison raised a point of order regarding the timing and rearrangement of this Council meeting and the previous Council budget meeting.

The Deputy Mayor noted the Point of Order which would be addressed by Officers outside of the meeting.

50. Minutes of Previous Meeting

It was raised that there was a typo of £0.020 in the sum given by Blackwater Valley Countryside Trust in the minutes from the Special Council on 21 February 2024, this would be amended accordingly to £0.020m.

RESOLVED that the minutes of the Council meeting held on 10 January 2024 and, subject to the amendment, the minutes of the Special Council meeting held on 21 February 2024 be approved and signed by the Deputy Mayor as a correct record.

51. Declarations of Interest

There were no declarations of interest.

52. Mayor's Announcements

The Deputy Mayor reported on her activities since the last Council meeting, which included updates on the following:

- Citizenship Ceremonies
- The fundraising quiz for the Mayor's Charity
- The Lord Lieutenants presentation of awards

53. Executive Report

The Leader of the Council, Councillor Temperton, presented the report on the work of the Executive since the Council meeting on 10 January 2024. The Executive had met twice since the last Council meeting, on 23 January 2024 and 6 February 2024.

The Leader highlighted the matters that had been considered within her presentation – [PowerPoint Presentation \(bracknell-forest.gov.uk\)](https://www.bracknell-forest.gov.uk)

In answering a Councillor question regarding the Written Statement of Action update which had been on the agenda of the 19 March Executive, the Leader, Councillor Temperton, responded saying there was still ongoing recruitment in these areas however there were still some gaps with hope that vacancies would be filled by July. This was a continued ongoing programme, especially with Safety Valve and there was a need to keep on talking to schools and reassuring them that the capacity will be there.

The report contained recommendations that the Council was asked to resolve in respect of the following matter:

- Establishment of The Berkshire Prosperity Board

On the proposition of Councillor Temperton, Leader of the Council and Executive Member for Council Strategy and Climate Change, seconded by Councillor Bidwell it was

RESOLVED that:

- i. That the establishment of a fully constituted Joint Committee (to be known as the Berkshire Prosperity Board) from May 2024 is approved. To deliver a Berkshire-wide vision for inclusive green and sustainable economic prosperity.
- ii. That the proposed constitution for the Joint Committee, as set out in the Executive Director for Place, Planning and Regeneration's report at appendix A (functions and procedure rules for a joint committee), appendix B (responsibilities of the accountable body), and appendix C (governance structure) is approved, subject to the monitoring officer being authorised to make minor amendments to the functions and procedure rules in conjunction with the participating authorities.
- iii. That the Chief Executive be delegated to reach a legally binding agreement between the member authorities, setting out the supporting arrangements and responsibilities between the authorities, particularly between the lead authority (known as the accountable body) and the other member authorities and go through the relevant democratic process, if required.

54. **Adoption of the Bracknell Forest Local Plan**

The Council considered the report setting out the Adoption of the Bracknell Forest Local Plan (2022-2037).

When responding to questions asked by Councillors, the Executive Member for Planning and Transport, Councillor Gillbe, confirmed that the requirement by developers for 10% biodiversity gain on developed land was part of a national regulation and gave the requested assurance that this would be monitored by officers.

The Executive Member for Planning and Transport also confirmed that enforcement provision fell outside the direct provision of the Local Plan but gave assurance that Officers would be enforcing planning conditions. He confirmed that he would respond to Councillor Gaw directly on the matter.

A point of order was raised by Councillor Barnard regarding comments made during debate by Councillor Smith in relation to a specific planning application that was yet to be determined. The Borough Solicitor advised that the comments were not bias or pre determination.

On the proposition of Councillor Gillbe, Executive Member for Planning and Transport seconded by Councillor Barnard it was

RESOLVED that in accordance with the recommendation of the Executive, Council:

- i. Adopts the Bracknell Forest Local Plan incorporating the Main Modifications recommended by the Inspectors and non-material additional modifications (see Appendix A).
- ii. Agrees to make the alterations to the Policies Map (see Appendix B) that are necessary to give effect to the policies of the Bracknell Forest Local Plan, as modified.
- iii. Agrees that on adoption, the Bracknell Forest Local Plan will become part of the Development Plan for the Borough and that its policies will supersede all saved policies in the Bracknell Forest Borough Local Plan (adopted 2002), the Core Strategy (adopted 2008) and Policies CP1, SA11, SA12 and SA13 of the Site Allocations Local Plan (adopted 2013) for the purposes of decision making in Bracknell Forest.
- iv. Agrees that any other non-material additional modifications to the Bracknell Forest Local Plan, can be agreed by the Executive Director: Place Planning and Regeneration in consultation with the Executive Member for Planning and Transport, prior to final publication.
- v. Carries forward adopted Supplementary Planning Documents, as related to relevant policies in the Bracknell Forest Local Plan (see Appendix C).

It was noted that Councillor Tina Eberle abstained from the vote in accordance with Council procedure rule 15.5.

55. **Pay Policy Statement**

The Council received the Annual Update of The Council's Pay Statement. Since 2012, and in accordance with the 2011 Localism Act, the Council was required to publish an annual Pay Statement. The Statement was aligned with the requirements of the Transparency Regulations and was applicable for the financial year 2024/25.

On the proposition of Councillor Pickering, Chair of the Employment Committee and seconded by Councillor Watts, it was

RESOLVED that the Council review and agree the Pay Policy Statement for 2024/25.

56. Establishment of a Joint Health Overview and Scrutiny Committee (JHOSC)

The Council received a report seeking agreement to establish a Joint Health Overview and Scrutiny Committee (JHOSC).

In response to questions from Councillors, Councillor Pickering, Chair of the Overview and Scrutiny Commission confirmation that membership of the committee had been put together in terms of political proportionality and in line with the constitution.

It was also confirmed by the Borough Solicitor that if the membership representation were to be varied, there would be no implications or political proportionality issues on other committees.

An amendment to the recommendation was proposed and seconded by Councillors Christoph Eberle and Smith respectively as follows:

- 2.4 That Council requests and supports the Bracknell Forest appointees to the JHOSC in undertaking a programme of public engagement activities to communicate the JHOSC's work and decisions to residents, and to enable residents the opportunity to feedback into the process so that their needs and views are properly represented. So far as practicable, these activities should seek to redress the demographic imbalances in the Frimley Heath NHS Foundation Trust's public consultations to date, including active promotion and encouragement of participation by under-represented minority groups.

Councillors Pickering and Egglestone accepted the proposed recommendation, and this was added to the substantive motion as a fourth recommendation.

On the proposition of Councillor Pickering, Chair of the Overview and Scrutiny Commission and seconded by Councillor Egglestone, it was

RESOLVED that:

- i. That the Council approves the establishment of a Joint Health Overview and Scrutiny Committee, jointly with Hampshire County Council and Surrey County Council, to scrutinise the relocation of Frimley Park Hospital.
- ii. That the Council approves the Overview and Scrutiny Commission's (O&S) recommendation to agree the Draft Terms of Reference for the JHOSC which are attached as Appendix A.
- iii. That the Council approves the O&S Commission's recommendation to appoint Councillors Egglestone and Virgo to sit on the JHOSC in accordance with political balance requirements and the wishes of the political groups.
- iv. That Council requests and supports the Bracknell Forest appointees to the JHOSC in undertaking a programme of public engagement activities to communicate the JHOSC's work and decisions to residents, and to enable residents the opportunity to feedback into the process so that their needs and views are properly represented. So far as practicable, these activities should seek to redress the demographic imbalances in the Frimley Heath NHS Foundation Trust's public consultations to date, including active promotion and encouragement of participation by under-represented minority groups.

57. Submissions under the Scheme of Public Participation

A statement was received by a Bracknell Forest resident who wished to remain anonymous. The Deputy Mayor read out the statement on their behalf which was also included in the agenda - [Agenda for Council on Tuesday, 19 March 2024, 7.30 pm | Bracknell Forest Council \(bracknell-forest.gov.uk\)](#).

The Constitution allowed for Councillors to ask factual questions of the person making each submission. As the person was not in attendance this was unable to happen. The Constitution states that the meeting would decide on the most appropriate course of action, which was either to note the submission or to request an Officer report to a subsequent meeting of the Executive or appropriate Committee or Sub-Committee on the issue raised.

On the proposition of Councillor Bailey, Executive Member for Children, Young People and Learning, and seconded by Councillor Barnard, it was:

RESOLVED that an officer report on progress against the SEND improvement journey be provided to Executive alongside the regular quarterly Written Statement of Action update report.

58. **Questions Submitted Under Council Procedure Rule 10**

The question and response submitted Under Council Procedure Rule 10 was published in advance of the meeting - [Council Question Response - 19 March 2024.pdf \(bracknell-forest.gov.uk\)](#)

As a supplementary question, Councillor Smith stated that he was aware of residents facing struggles in accessing NHS Dental Services particularly for children and very specifically children with SEND and similar needs who required very specialist Dental Services and asked the Executive Member to expand on her answer specifically in relation to that that demographic.

The Executive Member for Adults, Health and Housing, Councillor Wright, confirmed that access to NHS dentists for all residents would be discussed at the next Health and Wellbeing Board meeting where an update would also be requested in the area of children with Special Educational Needs. It was confirmed that the Board was already aware that there was a service need for an increase in capacity.

The Executive Member also informed Council that she had created a resource for Councillors to refer to if they had residents who are struggling to find an NHS dentist and would be happy to share that with any Councillor who would find it useful.

59. **Motion (or Motions) Submitted Under Council Procedure Rule 11**

Councillors Christoph Eberle and Smith withdrew motion 02/2024 in accordance with Council procedure rule 13.8.

CHAIRMAN

This page is intentionally left blank

To: Council
17 April 2024

Executive Report to Council The Leader

1 Purpose of Report

1.1 Since the Council agenda for the meeting on the 19 March 2024 was published, the Executive met on the 19 March 2024. This report summarises decisions taken by reference to the relevant portfolio within which they fall.

1.2 Updated Forward Plans for the Executive and other Council meetings are published every Friday and can be viewed online at www.bracknell-forest.gov.uk. Full details on the decisions taken by individual portfolio holders can also be accessed online through the Council's website.

2 Recommendation

2.1 Council is asked to note the report.

3 Reasons for Recommendations

3.1 The reasons for recommendations are set out in the supporting information and in the reports considered by the Executive. The relevant reports that the Executive considered can be found [here](#).

4 Alternative Options Considered

4.1 Alternative options are discussed in the relevant individual reports considered by the Executive. The relevant reports that the Executive considered can be found [here](#).

5 Supporting Information

Planning and Transport

5.1 [Approval to consult on the Bracknell Town Centre Masterplans Supplementary Planning Document](#)

5.1.1 The Executive agreed to a public consultation on the Bracknell Town Centre Masterplans SPD Consultation Draft and supporting documents, which would begin on 8 April 2024 and end on 20 May 2024.

5.1.2 The Executive also agreed that the Authority would be delegated to the Executive Director Place Planning and Regeneration in consultation with the Executive Member for Planning and Transport to agree any necessary minor amendments to the Bracknell Town Centre Masterplans SPD Consultation Draft, and supporting documents, prior publication for public consultation.

5.1.3 The emerging Bracknell Forest Local Plan contains site-specific strategic policies that allocate the Eastern Gateway (Policy LP 9) and Southern Gateway (Policy LP10) sites for comprehensive well-designed mixed-use development. Furthermore, the

sites are Council-owned, sustainably located and form key gateways into the town centre, and their development will make an important contribution to the town centre's continued regeneration.

- 5.1.4 The Council has committed to ensuring that development is plan-led, that achieves a high standard of design that positively contributes to placemaking.
- 5.1.5 The High Street Car Park has recently been closed and, for structural reasons, can no longer function as a car park; the site will therefore require redevelopment. This site is not specifically allocated in Local Plan policy but falls within the town centre area on the Local Plan Policies Map. It provides an opportunity for a key connection between the town centre to the east, and Market Street and Peel Centre to the west.

5.2 Highways and Transport Capital Programme 2024/25

- 5.2.1 The Executive approved the that the Highways and Transport Capital Programme for 2024/25.
- 5.2.2 The overall Highways and Transport Capital Programme for 2024/25 totals £6.918m, of which over 50% of funding is derived from external sources. Alongside the annual DfT grants for Transport Infrastructure and Highway Maintenance, the programme includes developer contributions via Community Infrastructure Levy (CIL) and S106 agreements which supplement the programme along with a local contribution from Borough capital. Given the ongoing highway maintenance challenges being experienced by all local authorities, the council has increased its core capital contribution to £3.2m in 2024/25

Adult Services, Health and Housing

5.3 Long-Acting Reversible Contraception Reprocurement

- 5.3.1 The Executive agreed the procurement route for of provision of Long-Acting Reversible Contraception (LARC) service, and the Emergency Hormonal Contraception (EHC) Service. The Executive agreed that Bracknell Forest would continue to host the contracting of LARC and EHC for the 3 local authorities across Berkshire East (Bracknell Forest, Slough and Royal Borough of Windsor and Maidenhead).
- 5.3.2 Local authorities commission LARC and EHC services as part of their responsibility for commissioning sexual health services (part of the public health grant functions). LARC includes the fitting and removal of Intra-uterine devices and systems and the EHC service is targeted to women aged 15-24 to ensure provision of a sexual health consultation alongside the provision of emergency contraception. The cost of the services are free to the patients.
- 5.3.3 These services are offered in addition to the specialist integrated sexual health service provision to increase patient choice in the settings through which patients can access contraception. GPs are the main provider outside of specialist sexual health settings to provide LARC and pharmacies are the main provider commissioned to provide an EHC service.
- 5.3.4 Bracknell Forest Council is the commissioning authority for the specialist sexual health service, and it has been agreed by the Chief Executives of Bracknell Forest Council, Slough Borough Council and the Royal Borough of Windsor and Maidenhead that the current public health shared team functions for leadership,

commissioning and contract management of this service area remains with Bracknell Forest Council.

Council Strategy and Climate Change

5.4 [Service Plans 2024/25](#)

- 5.4.1 The Executive endorsed the content of the service plan for 2024/24 and noted the actions which each directorate had committed to in order for the Council Plan to be delivered. The Executive also approved the publication of the plans on the Council website and noted the delivery of it would be monitored through the Council Plan Overview Report.
- 5.4.2 Departmental Service Plans describe how directorates are working towards the delivery of the Council Plan and form a key part of the council's overall local performance framework. It demonstrates the work of services in delivering the objectives set out in the Council Plan and provides the basis for the quarterly service reports and the council plan overview report.
- 5.4.3 The service plans demonstrate a significant commitment, across all directorates, to the ambitions of the Council Plan. 121 actions have been identified to take place during the next financial year across all 19 goals.

5.5 [Council Plan Overview Report Q3](#)

- 5.5.1 The Executive noted the performance of the council over the period from October to December 2023 highlighted in the Overview Report.
- 5.5.2 At the end of the third quarter, 62 actions (75%) were rated as green, 14 actions (24%) as amber and 2 actions as red (1%).
- 5.5.3 Progress against key performance indicators across the Council was also very positive, with 30 indicators (63%) having been rated as green, 2 (4%), as amber, 4 (8%) as red. 12 indicators (25%) had no target set as they were only for monitoring.

Children Young People and Learning

5.6 [SEND Written Statement of Action](#)

- 5.6.1 The Executive Noted progress made to the end of November 2023 on the SEND Written Statement of Action (WSOA) implementation, following the fourth review meeting with the Department for Education and NHS England.
- 5.6.2 The fourth review meeting with the DfE and NHS England took place on 11 December 2023. Written feedback provided by the DfE after the review meeting had highlighted the following points:
- The local area has maintained its focus of the nine areas of the WSOA and acknowledges that although the Safety Valve work has absorbed capacity from the team, the WSOA and Safety Valve work do share the same ambition of improving the lived experience of children and young people with SEND.
 - There is clear evidence that actions are being taken at pace, and that evidence of impact is now being gathered.

- None of the nine areas have as yet had all planned actions complete, but this is now becoming a realistic ambition.
- DfE and NHS England were pleased to hear that SEND is part of the Corporate Business Change programme, ensuring it is high on the local area's agenda. 5
- Parents feel more included at a strategic level and are more aware of what is happening and what is being planned. However, the local area is aware that outcomes at a family level are still too slow, and this leads to some frustration for families.
- Schools report a noticeable shift in the ways of working, with better communication, more efficient responses and more willingness to listen to and engage with schools.

5.6.3 A date for the next review meeting with DfE and NHS England has been agreed for early May 2024.

5.6.4 The SEND Structure has now been formally agreed and includes significant investment to further enhance the capacity in the teams. A consultation with staff is needed as part of implementation with formal consultation planned to start week commencing 18 March and will be a four week process. Implementation of the new SEND Structure, dependent on recruitment and retention is anticipated on or around July. Recruitment to the Head of Service post and interviews had taken place.

Finance and Business Change

5.7 Joint Venture Business Plan Review

5.7.1 The Executive noted the progress made by Bracknell Forest Cambium Partnership in the period December 2022 to December 2023 and agreed the proposed Joint Venture (JV) Business Plan for the Bracknell Forest Cambium Partnership.

5.7.3 The recommendations supported the fulfilment of Bracknell Forest Cambium Partnership's objectives and aligns with the legal agreements entered into by the partners, which require the agreed JV Business Plan to be formally reviewed each year.

5.7.4 The scope of the JV Business Plan has not changed materially since inception in 2020, although the Jubilee Gardens site is now to be considered as part of a wider master planning of secondary sites, such as the Southern Gateway and Eastern Gateway Development area. The Southern Gateway also now includes High Street car park as Phase 1 of the Southern Gateway development.

6 Advice Received from Statutory and Other Officers

6.1 Leader Appointments

The Leader of the Council has appointed herself, Councillor Temperton, as the Berkshire Prosperity Board Member and Councillor Bidwell as the Substitute Member.

Legal Advice

6.2 The Borough Solicitor's comments have been addressed in the reports to the Executive.

Financial Advice

- 6.3 The Executive Director: Resources' comments have been addressed in the reports to the Executive.

Equalities Impact Assessment

- 6.4 Equalities issues, where appropriate, have been addressed in the reports to the Executive.

Strategic Risk Management Issues

- 6.5 Any strategic risks have been identified in the reports to the Executive.

Climate Change and Ecological Implications

- 6.6 The recommendations in Section 2 above are expected to have no impact on emissions of CO₂.

The reason the Council believes that this will have no impact on emissions is that the report is providing an update on decisions taken rather than proposing any action. The impact or not of each of the individual decisions was set out in the respective reports.

Health & Wellbeing Considerations

- 6.7 There are no considerations.

Background Papers

Executive Agenda – [19 March 2024](#)

Contact for further information

Hannah Harding, Delivery - 01344 352308

Hannah.harding@bracknell-forest.gov.uk

This page is intentionally left blank