



NOTICE OF MEETING

Council

Wednesday 24 April 2019, 7.30 pm

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

To: The Council

Councillor Finch (Mayor), Councillor Mrs McKenzie (Deputy Mayor),
Councillors Allen, Mrs Angell, Angell, Ashman, Dr Barnard, Bettison OBE, D Birch,
Mrs Birch, G Birch, Brossard, Brunel-Walker, Dudley, Finnie, Ms Gaw, Mrs Hamilton,
Harrison, Mrs Hayes MBE, Ms Hayes, Heydon, Dr Hill, Mrs Ingham, Kennedy, Leake,
McCracken, Mrs McCracken, Mrs McKenzie-Boyle, McLean, Mrs Mattick, Ms Merry, Peacey,
Phillips, Porter, Skinner, Mrs Temperton, Thompson, Tullett, Turrell, Virgo, Wade and
Worrall

TIMOTHY WHEADON
Chief Executive

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Published: 12 April 2019

Council

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AGENDA

Page No

The meeting will be opened with prayers by the Mayor's Chaplain

1. **Apologies for Absence**

2. **Minutes of Previous Meeting**

To approve as a correct record the minutes of the meeting of the Council held on 27 February 2019.

5 - 16

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. **Questions Submitted Under Council Procedure Rule 9**

In accordance with Council Procedure Rule 9 (Public Participation), one question has been submitted by Mr S Hearn, resident of Ladybank, Hanworth ward.

The full text of the question is set out below, to be answered by Councillor Allen, Chair of Governance and Audit Committee:

As you will be aware, there is a large number of people across the country who are concerned with the increase of tolerance towards racist comments that are being shared on various social media

platforms and also within our national press. This is in conjunction with sharing of extremist ideology and bullying behaviours that are not compatible with what is expected of elected members chosen to represent the electorate.

What, if any, processes does the Council have in place for members of the public to raise concerns about a councillor's behaviour or standards of conduct, and what does the Council do to ensure that any process it has is transparent?

6. Executive Report

To receive and note the Leader's report on the work of the Executive since the Council meeting held on 27 February 2019.

17 - 20

7. Champions' Annual Report

To receive a report on the activities and outcomes of the Council's Champions 2018/2019.

21 - 38

8. Overview and Scrutiny Annual Report

To receive an update on progress made in respect of the operation and development of Overview and Scrutiny in Bracknell Forest during 2018/19.

39 - 48

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COUNCIL
27 FEBRUARY 2019
7.30 - 9.30 PM

Present:

The Mayor (Councillor Alvin Finch), Councillors Mrs McKenzie (Deputy Mayor), Allen, Ashman, Dr Barnard, Bettison OBE, D Birch, Mrs Birch, Brossard, Brunel-Walker, Dudley, Ms Gaw, Mrs Hamilton, Harrison, Mrs Hayes MBE, Ms Hayes, Heydon, Dr Hill, Mrs Ingham, Kennedy, Leake, McCracken, Mrs McCracken, Mrs McKenzie-Boyle, Mrs Mattick, Ms Merry, Peacey, Porter, Skinner, Mrs Temperton, Thompson, Tullett, Turrell, Wade and Worrall

Apologies for absence were received from:

Councillors Mrs Angell, Angell, G Birch, Finnie, McLean, Phillips and Virgo

38. Minutes of Previous Meeting

RESOLVED that the minutes of the Council meeting held on 16 January 2019 be approved and signed by the Mayor as a correct record.

39. Declarations of Interest

Councillor Mrs McKenzie-Boyle declared an affected interest in item 6, Financial Budgets and Revenue Plans 2019/20, by virtue of her spouse being a Trustee at South Hill Park Trust.

40. Mayor's Announcements

Presentation from This is Projekt

The Mayor welcomed Nick Hartwright, CEO of This is Projekt, who had been invited to the meeting to talk about the development of Easthampstead House for its meanwhile use as Easthampstead Works.

This is Projekt had been founded 10 years ago when Nick needed a space from which to run his small business. Nick explained that he had rented a Victorian warehouse in Bethnal Green. London and sublet shared workspaces to other small business owners. Following the sale of this unit, This is Projekt had started working with Hackney Council to develop old Local Authority buildings.

Nick explained that Projekt are a not for profit social enterprise, and were keen to facilitate community work in their buildings.

Easthampstead Works would be Projekt's first building developed outside of London. Nick explained that the building would consist of a mixture of shared workspace and separated offices. The building would include a café and community space for classes, exhibitions and events. Projekt had been pleased with progress in Bracknell so far, and felt that the development in Easthampstead Works would complement the Lexicon.

It was hoped that Easthampstead Works would open its doors to tenants in April 2019.

In response to Members' queries, the following points were noted:

- An Instagram account had been set up for Easthampstead Works ([EasthampsteadWorks](#)) and the website would be launched when the building opened for use ([easthampsteadworks.co.uk](#)).
- The building would be open during daytime hours for public access, and there would be flexibility for tenants to access the building at any time.
- Tenants would be encouraged to make use of apprenticeships, work experience and other learning opportunities for young people.

Mayor's Spring Soiree

The Mayor reminded Members of his Spring Soiree on 22 March 2019 at Bracknell Rugby Club, which would involve entertainment from the Acoustic Couch and morris dancers.

Mayor's upcoming events

The Mayor informed Members of his upcoming events. The Mayor's Charity Quiz would be held on the evening of 5 April 2019 at Easthampstead Park Conference Centre, and the Mayor's Charity Golf Day would be held from 9:30am on 26 April 2019 at Downshire Golf Complex.

Staff Awards

The Mayor had been pleased to attend the Bracknell Forest Council Staff Awards on 23 January 2019, which had recognised the achievements and contributions of officers to support the Council's values.

New Play facilities at Harvest Hill

Councillor McCracken reported that the new play area at Harvest Hill had been installed and would accommodate children from toddlers to 12 year olds. Councillor McCracken congratulated the Rangers on this piece of work.

Staff Award for the Rangers

Councillor McCracken congratulated Stephen Chown, Head of Parks & Countryside and the Rangers team who had been celebrated at the Staff Awards.

Cemetery and Crematorium donation to Thames Hospice

Councillor McCracken reported that the Cemetery and Crematorium had made a donation of £7,000 to Thames Valley Hospice. The money had been raised through metal recycling using any metals recovered after cremation.

Heat Hero Hazel Hill

Councillor Mrs Hayes and Councillor D Birch jointly recognised Hazel Hill, Sustainable Energy Officer, who had been presented with a Heat Heroes award at the House of Commons for her work to tackle heat poverty at Warfield Park. Councillor Dale Birch stressed the importance of warm homes for maintaining health of older residents, and asked the Mayor to present Hazel with her award.

Dogs for Good

Councillor Dale Birch reported that the Council's Dogs for Good programme had been shortlisted for the iESE Social Care Innovation Award.

Re3 compost

Councillor Mrs Hayes informed members that re3 had produced 6000 bags of compost made from garden waste collection, which would be on sale at Smallmead and Longshot Lane.

Maestros Royal Albert Hall concert

Councillor Dr Barnard informed members that young people from Bracknell Forest would be joining 1800 young musicians from across Berkshire to perform at the Royal Albert Hall on 11 March 2019. Councillor Dr Barnard thanked teachers for their support in planning the event.

41. **Executive Report**

The Leader of the Council, Councillor Bettison, presented his report on the work of the Executive since that reported at the Council meeting on 16 January 2019. The Executive had met once on 12 February 2019.

The Council noted the Executive decisions detailed in the report. The Leader highlighted the following matters which had been considered by the Executive:

- The business case for the creation of a country park at Horseshoe Lake had been discussed. The Executive had agreed that the business case indicated that the site would be made attractive to a wider range of visitors, and would help the site to be sustainable in the long term. Concerns around traffic at the site would be addressed through the planning application process.
- The Asset Management Plan had been agreed, with a detailed action plan to underpin a five point strategy to maximise the potential use of land and buildings. A mixed commercial portfolio would be maintained.
- Following the opening of the Lexicon, the procurement process for joint ventures for other Council owned sites had begun. The redevelopment of Princess Square and development of The Deck would be particularly key in creating the walking route around the town centre.
- A local list of buildings and structures of architectural or historic interest had been agreed, and this would be a live document maintained locally.
- The Local Development Scheme (LDS) had been agreed, and would be effective from 20 February 2019.

42. **Financial Budgets and Revenue Plans 2019/20**

The Council considered the report by the Borough Treasurer which set out the financial plans and revenue budgets for the financial year 2019/20 and the supporting information which presented the Council's spending plans for 2019/20 and detailed budgets for the General Fund and Capital Programme.

Councillor Heydon gave a comprehensive presentation placing particular focus on the following matters:

- Councillor Heydon recognised the significance of setting the budget for the first time in the new Council Chamber, which reflected the Council's ability to adapt to change.

- It was recognised that the national economic context was uncertain, preceding any outcome of Brexit negotiations, but that budget proposals had been developed with this uncertainty in mind.
- The proposals for a country park at Horseshoe Lake had been developed on an 'invest to save' approach, and would be an enhancement to the Borough's parks and green spaces.
- The Lexicon had seen 16 million visitors during the first 12 months since its opening in September 2017. Further work was planned with the Bracknell Regeneration Partnership to refurbish Princess Square and constructing The Deck.
- The improvements on the A322 at Downshire Way had recently begun, and this would remove the final bottleneck between the M3 / M4 corridor. This project would significantly improve travel times across the Borough.
- There was uncertainty around Government funding for Local Authorities in 2020/21, following the end of the four year settlement. Bracknell Forest had responded to two Government consultation papers on fair funding review, and business rates retention agreements.
- The Berkshire authorities and Fire Service had agreed to form a business rates pool for the pilot business rates retention scheme for the second year running. This would result in £22m additional funding within Berkshire, of which £11m would be used for major transport infrastructure investment and managed by the Local Enterprise Partnership.
- Councillor Heydon thanked officers for their support for the pilot scheme, of which Bracknell Forest was set to be the biggest beneficiary in Berkshire.
- The budget consultation had received 8 responses, including one from Councillor Mrs Temperton on behalf of Labour. Councillor Heydon expressed his disappointment that so few responses had been received on such a significant issue.
- Demand for social care placements for children and adults continued to increase, adding £1.9m to the budget requirement.
- Waste PFI was increasing by £0.149m to reflect current tonnage and Energy from Waste. While this was an unwelcome increase, Members were reminded that the Council had seen quite significant reductions in the Waste PFI costs in recent years.
- The reduction in the Council's annual grant to South Hill Park had been deferred to reflect the position around the Trust's future finances. The Council would work to secure a long-term sustainable financial position for South Hill Park and would engage with Trustees to achieve this.
- The Council had delivered more than its £11m anticipated transformation savings by Autumn 2018, and had budgeted for a further £3m in 2019/20. A further £2m in efficiency savings had been identified.

- The corporate contingency fund had been maintained at £2.5m owing to the level of uncertainty around Brexit and the continuing increase in demand for services.
- Council Tax increase of 2.99% was proposed, at the maximum permitted level. This would equate to an additional 73 pence per week for a Band D council tax payer, and would raise an additional £1.6m to ensure a balanced budget.

On the proposition of Councillor Heydon, Executive Member for Transformation and Finance, seconded by Councillor Bettison OBE the recommendation as set out in the agenda was moved.

As required by legislation a recorded vote was taken on the motion and the voting was as follows:

FOR (34): Councillors Allen, Ashman, Dr Barnard, Bettison OBE, Birch DP, Mrs Birch, Brossard, Brunel-Walker, Dudley, Finch, Ms Gaw, Mrs Hamilton, Harrison, Mrs Hayes MBE, Ms Hayes, Heydon, Dr Hill, Mrs Ingham, Kennedy, Leake, Mrs Mattick, McCracken, Mrs McCracken, Mrs McKenzie, Mrs McKenzie-Boyle, Ms Merry, Peacey, Porter, Skinner, Thompson, Tullett, Turrell, Wade, Worrall

ABSTAIN (1): Councillor Mrs Temperton

It was therefore **RESOLVED** that:

2.1 Capital Programme 2019/20 – 2021/22

- General Fund capital funding of £33.437m for 2019/20 in respect of those schemes listed on pages 180 to 183 be agreed;
- The inclusion of an additional budget of £1m be agreed for 'Invest to Save' schemes;
- The inclusion of £1.145m of expenditure be agreed to be funded from S106 and SANG as outlined in the summary report for Council (page 177) and included on pages 180 to 183;
- That those schemes that attract external grant funding be agreed for inclusion within the 2019/20 capital programme at the level of funding received

2.2 Revenue Budget 2019/20

- The budget proposals set out in Table 1 (page 4) of the summary report for Council, subject to the changes identified in sections 3.2 (page 5), 3.3 (pages 5 to 7), 3.5 (pages 7 and 8), 3.6 (page 8 and 9), 3.9 (pages 9 to 10), 7.2 (page 20) and 7.3 (page 20) of the report, be agreed;
- Fees and charges as set out in Annexe G (pages 95 to 165) be approved;
- A provision for inflation of £2.396m be approved;
- The commitment budget as set out in Annexe A be approved (pages 23 to 24);
- That the Council should make additional funding available for distribution to schools through the local funding formula at the level set out in section 4.1 (page 11) of the summary report for Council subject to any minor amendments made by the Executive Member for Children, Young People and Learning following the receipt of definitive funding allocations for Early Years and High Needs;

- vi) A contingency of £2.500m be included, use of which is authorised by the Chief Executive in consultation with the Director: Finance in accordance with the delegations included in the Council's constitution;
- vii) Subject to the above, the revised draft budget proposals be agreed;
- viii) A contribution of £2.614m (after allowing for additional interest from the use of balances of £0.032m) be made from revenue balances to support revenue expenditure;
- ix) Total net expenditure (after use of balances) of £72.355m, be approved;
- x) The Council's Council Tax requirement, excluding Parish Council precepts, be set at £59.419m;
- xi) The Council Tax for the Council's services for each Valuation Band be set as follows:

Band	Tax Level Relative to Band D	£
A	6/9	869.22
B	7/9	1,014.09
C	8/9	1,158.96
D	9/9	1,303.83
E	11/9	1,593.57
F	13/9	1,883.31
G	15/9	2,173.05
H	18/9	2,607.66

At the meeting on 12 February 2019 the Executive recommended the 2019/20 Treasury Management Strategy Statement and noted that strategy together with the Prudential Indicators and the Minimum Revenue Provision Policy Statement were matters which the Council approved.

- xii) The following indicators, limits, strategies and policies included in Annexe E (pages 61 to 86) be approved:
 - The Prudential Indicators and Limits for 2019/20 to 2021/22 contained within Annexe E(i);
 - The Minimum Revenue Provision (MRP) Policy contained within Annexe E(ii);
 - The Treasury Management Strategy Statement, and the Treasury Prudential Indicators contained in Annexe E(iii);
 - The Authorised Limit Prudential Indicator in Annexe E(iii);
 - The Investment Strategy 2019/20 to 2021/22 and Treasury Management Limits on Activity contained in Annexe E(iv);
- xiii) The formal Council Tax Resolution contained in section 3 be approved.

3 COUNCIL TAX RESOLUTION

3.1 That the recommendations of the Executive outlined in sections 2.1 and 2.2 be agreed.

3.2 That it be noted that the amounts calculated for the year 2019/20 in accordance with section 67 of the Local Government Finance Act 1992 are :-

(a) **45,573 TAX BASE FOR THE WHOLE COUNCIL AREA**

being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as amended, as its council tax base for the year

(b) **TAX BASE FOR PART OF THE COUNCIL'S AREA**

EACH PARISH AREA

Binfield	3,957
Bracknell	19,371
Crowthorne	2,736
Sandhurst	7,883
Warfield	4,838
Winkfield	6,788

being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as amended, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate

3.3 That the following amounts be now calculated by the Council for the year 2019/20 in accordance with Sections 31 to 36 of the Local Government and Finance Act 1992 as amended (the Act), noting that Bracknell Town Council's (BTC) precept is subject to confirmation by BTC on 26 February:-

(a) £296,693,577 **TOTAL EXPENDITURE INCLUDING GENERAL FUND, PARISH PRECEPTS AND THE COUNCIL'S SHARE OF ANY DEFICIT ON THE COLLECTION FUND**

being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act

(b) £233,939,416 **TOTAL INCOME INCLUDING GOVERNMENT SUPPORT AND THE COUNCIL'S SHARE OF ANY SURPLUS ON THE COLLECTION FUND**

being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act

- (c) £62,754,161 **BOROUGH AND PARISH PRECEPTS NET EXPENDITURE TO BE FINANCED FROM COUNCIL TAX**

being the amount by which the aggregate at 3.3(a) above exceeds the aggregate at 3.3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year

- (d) £1,377.00 **AVERAGE BAND "D" COUNCIL TAX FOR WHOLE BOROUGH**

being the amount at 3.3(c) above, divided by the amount at 3.2(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its council tax for the year (including Parish precepts)

- (e) £3,334,716 **PARISH PRECEPTS**

being the aggregate amount of all special items referred to in Section 34(1) of the Act

- (f) £1,303.83 **BOROUGH COUNCIL TAX FOR BAND "D" PROPERTIES**

being the amount at 3.3(d) above less the result given by dividing the amount at 3.3(e) above by the amount at 3.2(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year if there were an area of the Borough to which no special item relates

- (g) Part of the Council's area **BOROUGH AND PARISH COUNCIL TAX FOR EACH PARISH FOR BAND "D"**

Binfield	£1,355.39
Bracknell	£1,387.49
Crowthorne	£1,381.19
Sandhurst	£1,377.12
Warfield	£1,344.14
Winkfield	£1,381.28

being the amounts given by adding to the amount at 3.3(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 3.2(b) above, calculated by the Council, in accordance with

Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate

Parish	(h) Part of the Council's area							
	BOROUGH AND PARISH COUNCIL TAX IN EACH PARISH FOR EACH VALUATION BAND							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Binfield	903.59	1,054.19	1,204.79	1,355.39	1,656.59	1,957.79	2,258.98	2,710.78
Bracknell	924.99	1,079.16	1,233.32	1,387.49	1,695.82	2,004.15	2,312.48	2,774.98
Crowthorne	920.79	1,074.26	1,227.72	1,381.19	1,688.12	1,995.05	2,301.98	2,762.38
Sandhurst	918.08	1,071.09	1,224.11	1,377.12	1,683.15	1,989.17	2,295.20	2,754.24
Warfield	896.09	1,045.44	1,194.79	1,344.14	1,642.84	1,941.54	2,240.23	2,688.28
Winkfield	920.85	1,074.33	1,227.80	1,381.28	1,688.23	1,995.18	2,302.13	2,762.56

being the amounts given by multiplying the amounts at 3.3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands

- 3.4 That it be noted that for the year 2019/20 the Police and Crime Panel have stated the following amounts in precepts issued to the Council regarding the Police and Crime Commissioner for the Thames Valley, in accordance with Section 40 of the Act, for each of the categories of dwellings shown below:-

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Police and Crime Commissioner for the Thames Valley	137.52	160.44	183.36	206.28	252.12	297.96	343.80	412.56

- 3.5 That it be noted that for the year 2019/20 the Royal Berkshire Fire Authority have stated the following amounts in precepts issued to the Council, subject to confirmation by the Fire Authority on 25 February, in accordance with Section 40 of the Act, for each of the categories of dwellings shown below:-

	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Royal Berkshire Fire Authority	44.19	51.55	58.92	66.28	81.01	95.74	110.47	132.56

3.6 That, having calculated the aggregate in each case of the amounts at 3.3(h), 3.4 and 3.5 above, the council, in accordance with section 30(2) of the act, hereby sets the following amounts as the amounts of council tax for the year 2019/20 for each of the categories of dwellings shown below:-

Parish	(a) Part of the Council's area							
	TOTAL COUNCIL TAX FOR EACH VALUATION BAND							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Binfield	1,085.30	1,266.18	1,447.07	1,627.95	1,989.72	2,351.49	2,713.25	3,255.90
Bracknell	1,106.70	1,291.15	1,475.60	1,660.05	2,028.95	2,397.85	2,766.75	3,320.10
Crowthorne	1,102.50	1,286.25	1,470.00	1,653.75	2,021.25	2,388.75	2,756.25	3,307.50
Sandhurst	1,099.79	1,283.08	1,466.39	1,649.68	2,016.28	2,382.87	2,749.47	3,299.36
Warfield	1,077.80	1,257.43	1,437.07	1,616.70	1,975.97	2,335.24	2,694.50	3,233.40
Winkfield	1,102.56	1,286.32	1,470.08	1,653.84	2,021.36	2,388.88	2,756.40	3,307.68

43. Questions Submitted Under Council Procedure Rule 10

Councillor Mrs Temperton asked Councillor Bettison, Executive Member for Council Strategy and Community Cohesion the following published question:

What has the Council done to prepare for Brexit?

Councillor Bettison responded by expressing that he would have hoped for some certainty with regards to the Brexit agreement, however this was regrettably not the case.

The Government had allocated £210k to Bracknell Forest Council to cover a 'no deal' Brexit. However, the Council had taken specific actions to prepare itself for all eventualities, and Councillor Bettison outlined the following.

The Chief Executive was feeding back to the Minister for Housing, Communities and Local Government on a weekly basis through regional networks. The Chief Executive was also liaising with his counterpart at West Berkshire Council, who represented the two Councils on the Thames Valley Local Resilience Forum.

Workforce issues were being addressed in collaboration with key service providers including social care providers, however it was not anticipated that Brexit would cause significant implications beyond the existing pressures.

A number of the Council's IT applications were hosted within the European Union, however it was understood that due to data protection alignment between the UK and European Union this was unlikely to have immediate impact.

Skills loss across the Borough could not be influenced by the Council. Councillor Bettison explained that EU, European Economic Area, European Free Trade Area and Swiss qualified teachers would not be recognised as fully qualified teachers in

the UK. It was noted that this does not apply to European Union teachers who were already recognised as qualified teachers in the UK.

The Council was not currently involved in any funding bids which would be affected by Brexit.

Additional costs or tariffs on specialist items such as health and social care equipment could not be fully known until the date of formal Brexit had been agreed.

Supplies such as food, fuel and medical supplies were being addressed through the Thames Valley Local Resilience Forum. Bracknell Forest had made arrangements with ISS, who were the main provider of school meals, to source meals which used ingredients which were readily available locally.

Councillor Bettison explained that it was likely that the Government would extend the term of existing Members of European Parliament if Brexit had not been delivered by European Union elections. If this was not the case, an election may need to be arranged.

In summary, Councillor Bettison explained that the Council had done much to prepare for Brexit, and the Corporate Management Team and Senior Leadership Group were undertaking work to look at the implications of a 'no deal' Brexit.

MAYOR

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To: **COUNCIL**
24 April 2019

EXECUTIVE REPORT TO COUNCIL **The Leader**

1 PURPOSE OF REPORT

- 1.1 Since the Council meeting on 27 February 2019, the Executive met on the 12 March 2019 and 9 April 2019. This report summarises decisions taken by reference to the relevant portfolio within which they fall.
- 1.2 Updated Forward Plans 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.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Alternative options are discussed in the relevant individual reports considered by the Executive.

5 SUPPORTING INFORMATION

Adult Services, Health and Housing

5.1 East Berkshire Integrated and Delegated Continuing Health Care Service Proposal

- 5.1.1 The Executive endorsed the proposal to seek to develop an integrated continuing health care service (CHC) in conjunction with Slough and Royal Borough of Windsor & Maidenhead Councils and the East Berkshire CCG.
- 5.1.2 The proposal sets out a vision for a more integrated and person centred approach to the assessment, care management and provision of continuing health care in East Berkshire. The shared aim is to harness the skills and expertise across CCG and local authority commissioners and practitioners to deliver better care outcomes and more seamless services for people with continuing health care and mental health aftercare needs. This will help make the best use of collective resources across the local care system, whilst opening opportunities for efficiencies from more collaborative working.

- 5.1.3 The proposal sets out a plan for Slough to become the lead commissioners and for Bracknell Forest Council to develop a trusted assessor model for integrated CHC assessment and care management services. These would be delivered on behalf of the East Berkshire CCG under a section 75 agreement. The Commissioning work lead by Slough Borough Council and the CCG represents the first phase of the proposal. Subject to progress with this, Bracknell Forest Council staff will lead the work to co-design and pilot the new model during 2019/20 with the hope that the new model will be fully operational by April 2020.

5.2 Public Health Arrangements

- 5.2.1 The Executive agreed to enter into an agreement with the pan-Berkshire Public Health Shared Team to share the services of the Strategic Director of Public Health (SDPH) from 1 April 2019. This arrangement will augment the support already received from the Bracknell Forest hosted Public Health Shared Team covering health intelligence, health protection and strategic leadership for health and wellbeing. The Council will recruit a Consultant in Public Health to lead the Bracknell Local Public Health Team.
- 5.2.2 There are a number of statutory duties and mandated functions that Local Authorities are required to deliver to achieve the aim of improving the healthy life expectancy of their residents and reducing inequalities in health between different groups in our community. In 2013, Berkshire developed a unique hub and spoke type model across the six unitary authorities locally. The current proposal recreates that arrangement.

5.3 Heathlands Redevelopment

- 5.3.1 The Executive agreed to work with the East Berkshire Clinical Commissioning Group and Frimley Health NHS Foundation Trust to develop a detailed business case, design and planning application and to procure a contractor to run a replacement Heathlands facility. The Executive also agreed to receive a further update on the business case for the scheme alongside the proposed contractor appointment and Provider arrangements to ensure that the Council's overall level of risk exposure is fully evaluated in the summer.
- 5.3.2 Council agreed at its meeting on 27 February 2019 to include £10.95m in the capital programme for redevelopment of the former Heathlands residential care home, subject to a business case being considered and approved by the Executive in March 2019. The Business Case presented in this report includes the key strategic and financial considerations for the Council in developing such a facility to address the current shortfall in capacity for Elderly and Mentally Infirm (EMI) nursing and Health intermediate care beds on the site of the former Heathlands residential care home.

Planning and Transport

5.4 Capital Programme 2019/20 Integrated Transport

- 5.4.1 The Executive approved the Capital Programme for Integrated Transport for 2019/20 and its implementation. The programme supports the adopted Local Transport Plan which sets out the key challenges facing Bracknell Forest through the period 2011-2026.
- 5.4.2 Historically, funding for the programme has been made up of an Integrated Transport Grant from central Government, alongside developer contributions for transport

mitigation measures (S106/CIL). However, in addition to the grant allocation (£520k) and S106 funds (£400k), the Council has this year been successful in securing additional funds from Central Government through the Local Growth Fund and The National Productivity Investment Fund. Both funds are aimed towards implementing transport measures linked to economic growth and carbon reduction with a focus on removing pinch points which unlock regeneration and housing development.

- 5.4.3 A further £3.29m has also been secured from the Government's National Productivity Investment Fund for the dualling of A322 Downshire Way. This scheme commenced in February 2019 and will continue into 2020 with remaining funding allocated within the 2020/21 programme.

5.5 Highway Maintenance Works Programme 2019-20

- 5.5.1 The Executive agreed the Highway Maintenance Works Programme. This includes £1.369m for non-routine highway maintenance schemes provided via the Department for Transport's Highway Maintenance Capital Funding. This is the same amount as last year.
- 5.5.2 In addition to the capital programme, the Council also made provision in its revenue budget with around £2.4m included in the 2019/20 proposals. This will be used for routine and reactive maintenance purposes on all our highway network assets, our winter service and our 24/7 emergency event response service.
- 5.5.3 Even with this level of funding, the level of maintenance demand far exceeds the available budgets. Accordingly funding has to be targeted. The Local Transport Plan defines how we prioritise spending according to an assessment of need having regard to the condition of the asset.

Council Strategy & Community Cohesion

5.6 Council Plan Overview Report

- 5.6.1 The Executive noted the performance of the Council over the third quarter of the 2018/19 financial year (October - December 2018). At the end of the quarter, 98 actions (70.4%) were on target to complete within the timescales set and a further 18 (12.9%) had been completed.
- 5.6.2 Progress against key performance indicators across the Council was also positive, with 75% rated as green or amber.
- 5.6.3 Highlights of the quarter included the recruitment to a number of key senior posts in the organisational structure that was launched on 1 September 2018. During the quarter four family hubs were also launched. These are based around our children's centres – Oaks, Willows, Alders and the Rowans.
- 5.6.4 Importantly, the overall percentage of good and outstanding schools is improving over time. During this quarter we have demonstrated real success, with Cranbourne Primary achieving an 'outstanding' rating. This brings the percentage of outstanding schools in Bracknell Forest to 17.9%. Fox Hill Primary School have also moved from requires improvement to good.
- 5.6.5 Concerns this quarter included the satisfaction level expressed in the regular survey of contact with Customer Services, across all channels was 76.3% this quarter, down from 79.0% last quarter, against a target of 85.0%. We are investigating further,

particularly as our telephony SLA has been strong over this period and the new reception area at Time Square has resulted in positive comments from customers.

- 5.6.6 A further area of concern relates to our performance reporting itself. Our plans to replace the existing PARIS system and introduce interactive dashboards during 2018/19 have proved to be over optimistic. However, the Business Intelligence team are making good progress and a new InPhase system will be available from April. This will be piloted over the next two quarters so that when the next Council Plan is agreed in October, it will be underpinned by an improved, easy to use, intuitive performance reporting system.

5.7 Building Maintenance and Repair Services Procurement Plan

- 5.7.1 The Executive approved the Procurement Plan for the appointment Reactive Maintenance Contractor to provide a 24 hour Maintenance and Reactive Repair Services to the Council. As well as all Council buildings, the contract will cover a large number of school sites which have bought into the services provided by the Council's Construction and Maintenance Group.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

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

Borough Treasurer

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

Equalities Impact Assessment

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

Strategic Risk Management Issues

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

Background Papers

Executive Agenda – 12 February 2019 and 9 April 2019

Contact for further information

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TO: COUNCIL
24 APRIL 2019

CHAMPIONS' ANNUAL REPORT 2018/19
Executive Director: Delivery – Democratic and Registration Services

1 INTRODUCTION

- 1.1 The attached Annual Report appraises all Members of the work undertaken by the Council's four Champions during the year 2018-19. The report informs Members of activities and their outcomes.
- 1.2 As part of the Council's Constitution one of the Champions' key tasks is to submit an annual report on work undertaken throughout the year for consideration by the Council.

2 SUPPORTING INFORMATION

- 2.1 At its discretion, the Council may, from time to time, designate Champions from amongst Councillors who are not Members of the Executive. The Council currently has four Champions:
- Business Champion - Councillor Wade
 - Commuters' Champion - Councillor Harrison
 - Older People's Champion - Councillor Thompson
 - Voluntary Sector Champion - Councillor Finnie
- 2.2 The role and function of a Council Champion is to act as a positive focus for the local community at elected member level in respect of the relevant section of the community or range of activities designated by the Council. This is to ensure that full consideration is given to the impact of Council activities and decisions upon the section of the community or range of activities.
- 2.3 The key tasks of Council Champions are to:
- (a) To make contact with local organisations concerned with the designated section of the community or range of activities and to establish effective and regular consultation arrangements with those organisations.
 - (b) To represent the views of such organisations to Officers, the Council, the Executive, Overview and Scrutiny Panels and other Committees, on all relevant aspects of the Council's activities.
 - (c) To act as an advocate on behalf of the relevant section of the community or range of activities within the Council as an organisation and to the wider community.
 - (d) To become familiar with the needs and priorities of the relevant section of the community, or range of activities concerned, and to weigh up interests expressed in order to provide sound advice on the implications of alternative courses of action.

- (e) To feedback decisions of the Borough Council and to explain the Council's position on specific issues of concern to relevant organisations and to individuals involved.
- (f) To publish an annual report on work undertaken over each year for consideration by the Council.
- (g) To appoint Panels to support their work where this would not overlap with other established liaison or consultative mechanisms, in line with the requirements of the Council's constitution.

3 EQUALITIES IMPACT ASSESSMENT

- 3.1 The role of Council Champion is ensure that full consideration is given to the impact of Council activities and decisions upon the section of the community or range of activities which they represent.

4 STRATEGIC RISK MANAGEMENT ISSUES

- 4.1 None relevant to this report.

Background Papers

None.

Contact for further information

Ann Moore, Head of Democratic and Registration Services – 01344 352260
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Champions' Annual Report

2018-19

Contents

Introduction	2
Business Champion - Councillor Wade	3
Commuters' Champion - Councillor Harrison	11
Older People's Champion - Councillor Thompson	13
Voluntary Sector Champion - Councillor Finnie	16

The purpose of this report is to appraise all Members of the work and progress undertaken by the Council's Champions during the year 2018-2019.

The report informs Members of activities and their outcomes and outlines proposed future activities.

Business Champion - Councillor Wade



1 The Business Environment

Quoting last year's report:

"The UK is set to leave the European Union at 11pm GMT on Friday 29 March, 2019. Leaving the EU will have an impact on every business in the UK and many further afield".

Sadly, the Brexit debate continues with no clear path ahead. It was never going to be easy, but the uncertainty on the economy can only be surmised. Already it is clear that growth investment and locality (UK or elsewhere) are significant challenges throughout the business world - particularly in retailing.

The traditional High Street is changing. Small retailers are facing increasing costs and the challenge of the internet. On top of this, the loss of banking and post office services, have added to their woes.

Whilst we understand there's no quick fix for the High Street, it's clear something needs to be done to lessen the pressure on small firms struggling to keep their heads above water.

The FSB suggests that the business rates regime needs overhauling to help high streets to flourish; particularly simplifying the appeal process.

In the meantime, small business owners are resilient and are always having to adapt, but they need encouragement to prosper.

Fortunately in Bracknell Forest, we have the benefit of The Lexicon development, which is proving to be extremely successful.

2 The Lexicon

The development of The Lexicon has already proved extremely successful with even better footfall than predicted (~16Million in the first year) and consistently good sales figures.

The Lexicon – Current Observations:

- The town is now ranked the 33rd best shopping destination in the UK, (an improvement of 223 places and is seeing new businesses opening up: Most recently TKMaxx, Matalan and Las Iguanas.
- Perceptions about the town have changed dramatically with many residents and visitors using The Lexicon as the first choice destination

- The generation of over 3,500 jobs
- New public realm installations have been added to the town with the performance space canopy over Bond Square and the Light Beacon in the High Street.
- More events and commercialisation activities are being added to the town centre programme, providing more opportunities for small businesses to grow.
- Following increased demand from customers, the weekly street market has now added a third day, having started trading on Tuesdays as well as Fridays and Saturdays.

Bracknell Town Centre and The Lexicon - Future:

The **Town Centre Vision for 2032** has been published, which assesses the future residential, commercial and retail opportunities in the town centre. The vision aims to connect the town centre to the train station and other gateways, creating a resilient and sustainable economy.

The refurbishment of Princess Square is the next planned phase of development, followed by the development of The Deck (the old Bentalls site area) - both amounting to a further £30M investment.



As can be seen nationally, the retail climate is tough and whilst The Lexicon is bucking the national trend, the council is keen to ensure that these two key redevelopment opportunities are promoted.

In the longer term, the Bracknell Town Centre vision and the Lexicon strategy aim to integrate the Peel Centre with the rest of the town centre.

The Council has submitted a bid to Central Government for funding to support the next phases of development. The bid is part of the Future High Streets Fund and a decision will be made later this year.

3 Easthampstead House

ProjeKt Ltd signed a “short term” lease from the Council to repurpose Easthampstead House under the ‘**Easthampstead Works**’ project, providing low-cost commercial/ studio space to help more than 35 creative start-up enterprises to grow. The scheme also includes café facilities and space for community



groups. It is intended that the unit will be open to businesses this spring.

Nick Hartwright, CEO of ProjeKt, is excited at this opportunity of working with and complementing, current business providers in Bracknell Forest.

The council originally intended to demolish Easthampstead House whilst exploring long-term options for the site.

4 **Bracknell Forest - Economic & Skills Development Partnership (ESDP)**



Bracknell Forest Economic & Skills Development Partnership (ESDP) facilitates and promotes the continued economic development of Bracknell Forest.

Economic & Skills Development Partnership

The ESDP group, formed of local business and education people and BFC personnel, entertains many relevant speakers; thereby keeping the team well informed on business related challenges - this includes working with the Thames Valley Berkshire LEP.

The key ESDP business strands are managed through sub-groups:

ESDP Infrastructure Sub-Group: This Sub-Group is planning demonstration projects and case studies on how 'agile working' could reduce traffic congestion and improve wellbeing; on implementing more electric vehicle charging points in the Borough; and the development of 'outdoor offices' in public open space.

ESDP Employment and Skills Sub-Group: This Sub-Group is realigning their agenda. They have plenty of new ideas and there is a lot of enthusiasm within the membership to help address many of the issues currently faced by businesses and the education sector in Bracknell Forest, including Apprenticeships and Fitness for Work.

ESDP Business Improvement District (BID) Sub-Group:** At a Stakeholders' Seminar held late last year, business representatives in the Western and Southern Business Areas were informed about progress with developing the proposed BID and the results of the stakeholder surveys undertaken over the summer months.

A feasibility study for the BID has been undertaken and clearly showed a high interest in a BID for the Western and Southern business areas. Since then, the business group working on the project (Bracknell Investment Group; chaired by Fujitsu) has been ramping up their engagement with local businesses in early 2019 with one-to-one visits and a series of workshops to enable businesses to have a say over what improvements they would want from a BID and how they can benefit from it. More workshops and BID events are being planned for 2019.

31% of businesses in the area have already been consulted. 50% of them would vote yes, only 1% would vote no and the remaining businesses do not know yet. The main issues businesses have flagged so far are the need for a single point of contact for their area, a need to raise the profile of the area, traffic, and the need for businesses to come together to form a strong voice in order to influence strategic issues affecting them.

**** (BID)** is business led partnership, which is created through a ballot process to deliver additional services to local businesses; directly involving local businesses in local activities and allows the business community and local authorities to work together to improve the local trading environment.

The Smart City Cluster project delivered through the TV LEP aims to harness the power of the “internet of things” (a technical term actually relating to connecting devices via networks). With an allocation of £100,000 to invest in a Bracknell Forest based initiative, ideas are being sought from tech companies with a focus on tackling the social isolation caused by the lack of mobility and reliance upon dedicated transport services.

5 Thames Valley Berkshire Local Economic Partnership (TVB LEP)



Thames Valley Berkshire LEP has published the second edition of its **Business in Berkshire Report**. The Report is a comprehensive evidence base for Berkshire-based businesses, support organisations and those with an interest in the local economy.

Business in Berkshire - Key findings:

- The **number of registered businesses in Berkshire has plateaued**, following six years of growth.
- Berkshire continues to attract significant **Foreign Direct Investment**.
- The number of **Foreign-Owned Companies in Berkshire has topped 1,000** for the first time.
- **Recruitment of permanent staff has slowed** and use of temporary staff increased, possibly as a result of economic uncertainty during the Brexit process.
- **Extensive urban regeneration and the imminent arrival of the Elizabeth Line** are adding to Berkshire’s locational strengths.
- Recent announcements of **investment in Berkshire** by leading professional services firms such as Deloitte and KPMG, suggest **long-term optimism** for the performance of Berkshire’s businesses.

6 Retention of key business

Bracknell Forest is one of the best business locations in the country, at the heart of the Thames Valley – the UK's 'Silicon Valley'. We are proud of our strong and vibrant economy in the borough and can boast world-class companies including:

Dell, HP, 3M, GE, Hitachi, Fujitsu, Honeywell, Honda, Syngenta, Waitrose, Boehringer Ingelheim, AVIS, TRL, the Knowledge Academy etc.; and we have retained Panasonic, who sold their building but stayed in Bracknell and are very active in the business community.

Sadly, we have lost the Vodafone facility in Bracknell.

7 Retention of businesses

National Headlines:

- The High Street crisis as 23,000 shops and 175,000 more jobs expected to go in 2019. This is the predicted impact of organisations like Amazon and other online companies will have on the retail market - leading to potentially disastrous consequences. This gloomy forecast comes just days after HMV went into administration for the second time in six years.
- M&S to CLOSE 17 stores in UK.
- Thomas Cook has put more than 300 jobs at risk by announcing the closure of 21 stores as it grapples with the switch to online bookings.
- DEBENHAMS is closing a number of UK stores. According to latest news the department store chain might shut 20 stores this year.

Nationally, the situation over the past year has not been encouraging. The battle between online and retail 'product' outlets continues to be of great concern. Essentially 'service providers' manage to survive, but local shops selling "things" are finding life progressively more challenging. Those town centres which adapt and offer more choice and a strong sense of identity, are best placed to embrace these changes.

The loss of banks, Post Offices and petrol outlets (all service providers) is a further concern. Even these organisations are looking to streamline their businesses, but to the detriment of providing 'convenience' to hard pressed businesses and customers.

Added to all this, the "Brexit Effect" does not augur well for the next 12 months.

However, on a very positive note, The Lexicon has been largely unaffected by some of the major closures and downsizing occurring nationally.

8 Infrastructure Impact

Bracknell Forest is changing rapidly with the opening of the Lexicon, which has impacted upon all those who live and work in the area. It also brings challenges for other businesses, who are already struggling to find the right people to fill their vacancies.



Further, the increased traffic congestion will be created by employees and shoppers being attracted from not just the local catchment but from further away.

Issues being reviewed by BFC include: road infrastructure and congestion, availability of customer parking, road signage in business areas, availability of staff parking, internet provision, condition of roads and footpaths, amenities/facilities for workers, business crime prevention scheme, pedestrian signage and information, staff recruitment/skill levels, business sharing of crime intelligence.

Extensive housing developments in and around Bracknell centre (north, east, south and west) plus the Wokingham suburbs and the Arborfield developments, all impact the roads within Bracknell Forest. Significant road improvements are currently work in progress, but cross-border working has been essential, especially consulting the various Stakeholder groups.

9 Housing

‘Affordable’ housing is still a major challenge for new businesses’ employees. Bracknell Forest is essentially “fully employed” meaning that business expansion will rely on migration of employers and their family into the area. The availability of affordable homes and/or a good road network with parking provision could frustrate the expansion of new and existing businesses.

10 Environmental Impact

After any major construction works, BFC introduces new landscaping requirements to planning applications. Further, the BFC Parks and Countryside Team are involved in designing appropriate planting for the available spaces, which will incorporate semi mature trees, such as oak trees and more low level planting with the aim of maintaining a woodland “leafy” feel of Bracknell Forest.

This planting occurs throughout the year at the appropriate time to give them the best opportunity to thrive, making Bracknell Forest the sort of environment in which people are happy to live, work, be educated and enjoy their leisure time.

This type environment should continue to encourage the introduction and expansion of businesses in Bracknell Forest.

11 Networking



Business networking is essentially a socioeconomic activity by which groups of like-minded business people recognize, create, or act upon business opportunities.

As Business Champion, I participate in various networking groups, at which I get informed about the challenges of small businesses have to confront.

Using my knowledge of Council facilities and local organisations, I offer contacts to help resolve issues raised by enterprises at networking sessions. These concerns, for example, are around planning, business rates etc. Also, I take advantage of the knowledge obtained from being a member of the ESDP covering overarching issues around infrastructure, employment/skills and the BID. Further, I utilise close ties with the TVB LEP, Chamber of Commerce and FSB to help resolve challenges.

12 Conclusion

The slower than expected global economic growth projection has impacted UK growth, which is now projected to dip to 1.1% in 2019 (from 1.9% in 2018) and to strengthen only moderately, to 1.6% in 2020. Slow growth this year reflects the drag on business investment from the ongoing economic and political uncertainty relating to the outcome of Brexit.

Consumer spending has driven the economy recently and has itself been supported by increases in real income growth. But the housing market has cooled, and further rises in household borrowing may be hard to sustain due to the uncertainties regarding Brexit.

The service sector growth is predicted to remain modest but positive in 2019. However, manufacturing growth is likely to contract this year amid the Brexit uncertainty.

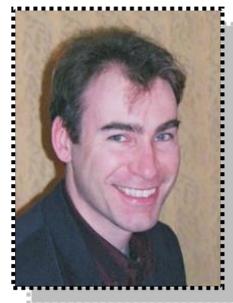
Construction sector output has been sluggish in the past 18 months owing to the weakness of commercial property investment and looks set to remain relatively weak in the short term. This has been seen in Bracknell Forest by the slowing down of house sales and completion of new properties.

Finally, in spite of the gloomy national forecasts overshadowed by Brexit, Bracknell Forest Council Officers, Executive and partners are taking an upbeat view of the future. We are heavily investing in our community to ensure that the successes, such as The Lexicon and Coral Reef, are not short lived.

Councillor Bob Wade

bob.wade@bracknell-forest.gov.uk

Commuters' Champion - Councillor Harrison



1 Overview

Over the past year, Bracknell Forest's commuters have benefitted from the further rollout of ten car trains and more space due to the abolition of first class carriages

I would like to thank Officers and Members of the Council for their support in funding improvements to commuter services.

2 Activity

2.1 Rail Services

Bracknell Station Facilities

I have regularly visited Bracknell Railway Station and spent many hours experiencing the rail service first hand.



Delay Repay

The "Delay Repay" scheme where passengers whose journeys have been delayed by more than 15 minutes, can claim a refund into their bank accounts online, continues to provide prompt refunds.

Martins' Heron Service Maintained

Following proposals from Network Rail's review of railway timetables that would have resulted in the peak service at Martins Heron being reduced to two trains an hour, I contacted South Western Rail to highlight the importance of the service to residents in the area.

After a campaign with local ward members and the Executive member for Economic Development to encourage residents to make their views heard, the plan was shelved.

Service Reliability

I have written to the Secretary of State for Transport pressing for more innovation in signalling resilience which seems to be the main obstacle to providing a reliable and punctual service.

Crossrail

The Crossrail scheme, which was to provide rail services from Reading through Central London to Shenfield and Abbey Wood to the east of London by December 2019, is now severely delayed and over budget as a result of power and signalling problems. A London Assembly investigation due to be published soon is expected to raise concerns with London Mayor Sadiq Khan's oversight of the project.

2.2 Road Transport



I have participated in the Highways England Customer Forums to contribute feedback on the subject of the ongoing M3 Smart Motorway road works. This project continues and it aims to provide more reliable and safer journeys.

I am a nominated substitute on the Berkshire Local Transport Body and the Thames Valley Berkshire Local Enterprise Partnership (LEP). This body has an important role in prioritising the spending of a multi-million pound devolved transport budget and Bracknell Forest has been successful in gaining funding for infrastructure to keep traffic flowing in the Borough such as the Martins Heron junction, the Coral Reef junction and the Warfield Link Road.

Councillor John Harrison

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Older People's Champion - Councillor Thompson



1 Overview

For the year to the end of March 2019, the principal focus has been on continuing and embedding transformation within the Council due to the necessity to curtail expenditure so as to be able to meet commitments and maintain services. The move from the Council offices at Easthampstead House to Time Square was successfully completed.

2 Care Quality Commission

Last year I reported that the Care Quality Commission (CQC) had positively reviewed the provision of health and social care services in Bracknell Forest. No such inspection has taken place this year but the outcome gave a confident platform going forward.

3 Tackling Isolation and Loneliness

Furthering the use of technology as part of transformation, with a drive towards a paperless society, has also continued. Last year I said that was a challenge in the context of not excluding older people. I cannot report that there has been a final solution but as last year, the problem is recognised as evidenced by the work of the Customer Services Team as mentioned below. Once an older person makes contact by whatever means; phone, friend, carer, personal attendance or letter or making use of Befriending, their concerns can be addressed.



The Council's Public Health Team was awarded funding by LGA/NHS Digital to purchase four community kiosks. The kiosks are an integral part of the Council's Warm Welcome Programme. They provide an opportunity for people who either are not on the internet at home, or who are less confident in using it, to access information about a range of groups and activities in the community. For those who need more help, the kiosks provide the telephone number of the Council's social prescribers mentioned below who can help them.

I am sure any other ideas will be welcome to avoid any resident being excluded.

The spectre of loneliness and isolation can in part, be addressed by a friendly welcoming approach in the provision of services.

The Adult Social Care Health and Housing Department has continued with two community connectors, staff members, who will work with people to bring them back into the community and encourage those who are lonely to take up hobbies and make friends. In parallel, Public Health is continuing to provide two social prescribers to support any resident over the age of 18 including elderly, vulnerable and lonely people with the objective of

improving their health and wellbeing and reducing loneliness and social isolation. Referral can be self-referral or by the GP. Contact can also be made by telephoning 01344 352000 and asking for a call back from a social prescriber.



An innovation this year is Lexi, a trained dog with a friendly nature who visits selected clients on a regular basis and whose nature helps in bringing people back into the community. Initial reports are encouraging. One focus is persons with dementia.

The Bracknell Forest “Help Yourself” community web site, is designed to help connect people to information, activities and services to stay independent and well, is popular. The online community map provides details of 450+ community groups and activities: <http://health.bracknell-forest.gov.uk/>

The principal interface between the community and the Council is by way of the Customer Services Team. The team is conscious that older people can need more help and to this end, the following is a brief outline of provision available:

“The website is the easiest way to access our services – www.bracknell-forest.gov.uk We’ve created content that’s easy to find your way around, and helps you get quickly to the information and transactions you need.

If you set up an online account - <https://myaccount.bracknell-forest.gov.uk/> you can log enquiries, and track progress. You can also view your council tax account through here.

Our offices at Time Square are open Monday to Friday from 8:30 am to 5:00 pm, and along with free to use computers, there are staff from the Customer Services Team on hand there to help you. Staff in our libraries will always be happy to help too.

You can use Facebook or Twitter to get in touch with us – just go to www.facebook.com/bracknellforestcouncil or www.twitter.com/bracknellforest and tell us what you need to know. But make sure you don’t put any personal information on there.

Ultimately there is the fall back of the telephone by calling 01644 35200. The lines are open Monday to Friday from 8:30 am to 5:00 pm, and you can log an issue, and get a reference so you can follow it up. And of course you can always refer anything to a ward councillor or Champion.”

The principal is a service is available, whichever way you choose to access it.

4 Adult Health & Social Care

The use of personal care budgets has continued to increase.

A focus this year has been the provision of intermediate care, a principal aim of which is to enable people to stay in their own homes. This is available for people coming out of hospital, to avoid people going into hospital and to address end of life care. The service is supported by nurses and physiotherapists.

With a growing elderly population this is assuming greater importance.

The Council has secured more care home provision for residents. It also regularly inspects care homes in the Borough. There are plans to provide a facility for elderly infirm care at the Heathlands site.

Apart from Adult Health and Social Care matters generally, Bracknell Forest is a place in which the elderly can feel comfortable. Involve, the local voluntary sector lead, can provide information on volunteering and services. U3A flourishes as does the Open Learning Centre and a major centre is Bracknell & Wokingham College. There are parks and open spaces and an improving leisure centre.

The Public Health Team provides very popular “Fit for All” classes, ideally suited to people who are either new to exercise or lack confidence in joining in. Over 80% of members are older people. Classes are located across the Borough and new ones are being added in response to demand.

The Lexicon, providing the new shopping centre, is a place to go to shop, relax and have a cup of coffee or other refreshment in a safe environment. The cinema offers good value. When the proposed further development is complete, the town centre will offer an even better go-to place. Signposting is good. “AccessAble” helps identify access to premises. <https://www.accessable.co.uk/organisations/bracknell-forest-council>

Shopmobility provides a mobile scooter service for those with limited mobility.

I have continued as Chairman of the Access Group which provides a positive channel for residents and interest groups to address their concerns.

Heatherwood Hospital is the subject of improvement works to include a planned care centre. This can be seen in the context of partnerships to assimilate the NHS working with social care and the voluntary sector. Something to keep a close eye on in 2019.

Councillor Clifton Thompson
cliff.thompson@bracknell-forest.gov.uk

Voluntary Sector Champion - Councillor Finnie



As I have said in the past, we are very fortunate in this community to have such an active and wonderful voluntary sector. This will be the last voluntary sector report that I will write as I have decided not to stand for re-election in May.

I would like to start by thanking the residents for the support they have given me over the last forty plus years, for whom I have had the privilege to represent them on the Bracknell Forest Council (and its predecessor) and Crowthorne Parish Council. As a councillor I was very conscious of the excellent service that volunteers contribute to our community.

Throughout all our lives, from childhood to adulthood, we rely on the voluntary sector. Many youth clubs are run by volunteers such as the Girl Guides, Scouts etc., giving us early training for our later life. Most of our clubs are largely run by volunteers whether they be in a supporting or social capacity; all with wonderful volunteers.

I am grateful to all volunteers and I ask those who do not volunteer to find some time to do something to help others.

I have recently had personal experience of the voluntary sector after a fire in my house. I am very grateful to the many neighbours, friends etc., who voluntarily helped me with the fire brigade, ambulance etc. It was a terrible experience but made me realise the importance of the invaluable support of volunteers of which, I am very appreciative.

Raising funds for voluntary groups has always been a challenge. And now with the Bracknell Forest Lottery which has been introduced, the profits will go to the voluntary sector so I encourage all to subscribe to this worthy cause.

I close by thanking all volunteers and voluntary groups for the excellent service which they give to the benefit of all our residents. I am very grateful for the work they do. I would particularly like to thank Involve for the work they do and co-ordinating voluntary services.

Councillor James G. Finnie

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To: **COUNCIL**
24 April 2019

Overview and Scrutiny Annual Report 2018-19 Chairman of the Overview and Scrutiny Commission

1 Purpose of Report

- 1.1 The Council's Constitution requires the Overview and Scrutiny Commission to submit an annual report to the Council on overview and scrutiny activities and their outcomes. The attached report informs Members of progress made in respect of the operation and development of Overview and Scrutiny in Bracknell Forest during 2018/19. The Commission recommends that Council adopts the report.

2 Recommendation(s)

- 2.1 **That the 2018/19 Annual Report of the Overview and Scrutiny Commission be adopted;**
- 2.2 **That the commitment, role and value of the Overview and Scrutiny function be acknowledged and that non-executive Members continue to be supported in their role.**

3 Reasons for Recommendation(s)

- 3.1 To meet the requirements of the Constitution.

4 Alternative Options Considered

- 4.1 Not applicable.

5 Supporting Information

Activities

- 5.2 The activities of Overview and Scrutiny in 2018/19 are summarised in the Annual Report.

Outcomes

- 5.3 The Commission and Panels have maintained a rolling coverage of various matters including budget scrutiny and rigorously monitoring the performance of all Council Departments. The main focus of the Overview and Scrutiny's function has been playing a key role examining, monitoring and commenting on the Council's Transformation Programme. Progress of the working groups is reflected within the report.

Developing Scrutiny

- 5.4 The Centre for Public Scrutiny Healthcheck findings will provide a springboard to critically assess how to shape overview & scrutiny activity over the next four years. Strong prioritisation, the development of strategic work programming and

engagement in evidence based objective enquiry at the earliest opportunity must be ensured. Scrutiny activity must have measurable impact on policy shaping, decision-making, value and quality of Council services.

6 Consultation and Other Considerations

Legal Advice

- 6.1 The Scrutiny function has an important role to play in providing local accountability and transparency in decision-making. It was introduced by the Local Government Act 2000 primarily to serve as a check and balance on Executive powers. Subsequent legislation has conferred on Councils the responsibility for scrutinising local NHS Trusts, the work of Crime and Disorder Reduction Partnerships, and other partners, such as the Environment Agency. It sits alongside the Council's Standards regime in delivering the accountability that constitutes one of the Seven Principles of Public Life.

Financial Advice

- 6.2 There are no financial implications arising from this report.

Other Consultation Responses

- 6.3 Statutory Scrutiny Officer

The Annual Report highlights the work of the Council's Overview and Scrutiny Commission and Panels and the outcomes of this work. Overview and Scrutiny has exercised its functions in order to support the development of policy within the Council; to scrutinise the Council's financial proposals; and to improve services the Council and its partners provide with the overarching objective of seeking to benefit local communities. The Centre for Public Scrutiny Healthcheck findings will provide a springboard to assess how scrutiny will be developed in the future to have a measurable impact on policy shaping, decision making, value and quality of Council services.

Equalities Impact Assessment

- 6.4 This report has no impact on equalities issues.

Strategic Risk Management Issues

- 6.5 This report has no impact on strategic risk management issues.

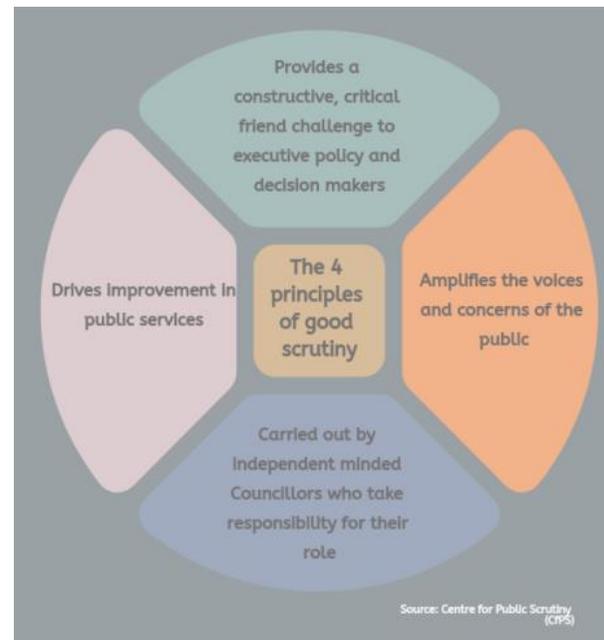
Background Papers

Agendas, Minutes and papers of meetings of the Overview and Scrutiny Commission and Panels in 2018/19.

Contact for further information

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Overview and Scrutiny Annual Report 2018-2019



41

**Delivering a new approach to be a Council that can adapt and innovate
to keep Bracknell Forest a good place to live**

Foreword from the Overview and Scrutiny Commission Chairman

The Municipal Year 2018-19 has been a year of change for the scrutiny function within Bracknell Forest Council.

The Health Overview and Scrutiny Panel and the Adult Social Care and Housing Overview and Scrutiny Panel were merged to form the Adult Social Care, Health and Housing Overview and Scrutiny Panel. This merger took place to ensure that the scrutiny response in respect of adult social care and health issues reflected the new joined up and strategic approach being taken by the Council and other health partners within the Borough.

Another change has been the restructure of the overview and scrutiny team to become part of Democratic and Registration Services. Two new officers, Kirstine Berry and Louise Connelly were appointed as Governance and Scrutiny Co-ordinators in May 2019 to support the activities of the Commission and the Panels, with guidance and support from Kirsty Hunt, in her new role as the Governance and Scrutiny Manager. With this new team in place, I felt it was timely to review where we are with scrutiny in Bracknell Forest, how it contributes to improving the lives of our residents and how it could create more impact. In December 2018 I requested that the Centre for Public Scrutiny complete a scrutiny 'Healthcheck'.

The healthcheck findings will provide a springboard for us to critically assess how we want to shape overview & scrutiny activity over the next four years. We must ensure that it is strong on prioritisation, can develop strategic work programming and engage in evidence based objective enquiry at the earliest opportunity. Scrutiny activity must have measurable impact on policy shaping, decision-making, value and quality of Council services. We have already started reviewing how we can achieve this so that we are in the best possible position to move forward immediately after the Borough Elections in May. The appointment of Kevin Gibbs, Executive Director: Delivery as the responsible scrutiny officer will facilitate this objective.

The main focus of the Commission for this Municipal Year has been on scrutinising the budget proposals and the continuous examination, monitoring and commenting on the Transformation Programme across the whole of the Council's activities.

The steps that we are taking to transform our services, while at the same time both preserving and enhancing services to our residents; are not without risk. The level of that risk continues to be higher than we would normally contemplate. The Commission, along with its supporting Scrutiny Panels, has sought regular reports and updates on the progress of the various 'strands' of transformation activity taking place at this critical stage. There is still much work to be done to achieve our aim of long term and effective transformation and overview and scrutiny will continue to closely review strategic decision making and progress.



Councillor Ian Leake
Chairman, Overview and Scrutiny Commission
April 2019

Overview and Scrutiny Commission

What Difference Has Scrutiny Made?

- A closer working relationship with Silva Homes has been developed with processes being implemented to more closely involve locally elected Councillors to enable them to support residents better.
- Panel responses to the Council's Draft Budget Consultation were collated and fed back for Executive consideration
- The issues raised at the Recruitment and Retention workshop are being addressed.

Task and Finish Group Update – Merger of Overview and Scrutiny Panels

The Health Overview and Scrutiny Panel and the Adult Social Care and Housing Overview and Scrutiny Panels merged in May 2018 to form the Adult Social Care, Health and Housing Overview and Scrutiny Panel.

Overview and Scrutiny key activity summary:

All scrutiny bodies performed routine overview and scrutiny functions. They met regularly, reviewed key performance indicators such as the Quarterly Service reports (QSRs), monitored the forthcoming decisions of the Council's Executive, monitored Transformation Programme projects, responded to the budget consultation for 2019/20, had discussions, asked a number of questions and requested additional information in a number of areas.

In addition to these functions, the Overview and Scrutiny Commission focussed on:

- the progress of all O&S work by receiving regular 'traffic light indicators' on activity progress
- Co-ordinating the work of the O&S Panels and reviewing corporate issues concerning the whole Council
- Discharging the Council's 'Crime and Disorder Committee' requirements by meeting with the Chairman of Bracknell Forest's Community Safety Partnership, the local area Police Commander and the Head of Community Safety. The principal issues discussed were the Bracknell Forest Community Safety Partnership's (CSP) performance during 2017/18, and plans for 2018/19



Chairman: Councillor Leake

Vice-Chairman: Councillor Angell

Members: Councillors Allen, Mrs Angell, Mrs Birch, Brossard, Finnie, Harrison, Mrs McCracken, Peacey, Porter, Mrs Temperton, Tullett and Virgo

Church Representatives (2)

2 vacancies (voting)

Parent Governor Representatives (2)

2 vacancies (voting)

Adult Social Care, Health and Housing Overview and Scrutiny Panel

What Difference Has Scrutiny Made?

- Members have been able to utilise the skills of Motivational Interviewing to make their communications more effective and to help build community resilience.
- Relationships have been formed and strengthened with the CCG and Frimley ICS

Task and Finish Group Update – Primary Care Patient Experience

The working group reviewed the results of the GP Patient Survey 2017 with the aim of highlighting best practice in GP surgeries within Bracknell Forest. The analysis of the qualitative questionnaire completed by GP surgeries across Bracknell Forest in the summer of 2018 has been completed. One of the themes identified was the central and important role that receptionists play in affecting and determining levels of patient satisfaction within surgeries. Videos to promote and highlight what makes excellent practice have been proposed.

In addition to key activity summary, the Panel focussed on:

- Sustainability of GP Practices in Bracknell Forest
- Community Network Approach
- Healthwatch, Bracknell Forest Annual Report
- Council's response to the Homeless Reduction Act
- Frimley Sustainability Transformation Partnership (STP) move to the Integrated Care System (ICS)
- Help Yourself Portal
- Public "Conversations About Urgent Care" provision
- Local Transformation Plan for Children's and Young People's Mental Health and Wellbeing
- Health and Wellbeing Board Alliance
- Provision of Freestyle Libre and flash glucose monitoring systems within Bracknell Forest
- Family Safeguarding Model
- Severe Weather Emergency Protocol and the cold weather provisions for rough sleepers within Bracknell Forest
- Conversations Approach



Chairman: Councillor Harrison
Vice-Chairman: Councillor Mrs McCracken
Members: Councillors Allen, Mrs Angell,
Dr Hill, Mrs Mattick, Ms Merry,
Peacey, Mrs Temperton, Thompson,
Tullett and Virgo

Co-opted Representative
Dr Norman (non-voting)

Local Healthwatch Bracknell Forest Observer
Mark Sanders (non-voting)

Environment, Culture and Communities Overview and Scrutiny Panel



Chairman: Councillor Angell
Vice-Chairman: Councillor Porter
Members: Councillors Mrs Angell,
Brossard, Finnie,
Mrs Ingham, Mrs Mattick,
Mrs McKenzie, Mrs McKenzie-Boyle

What Difference Has Scrutiny Made?

- The Task and Finish Group 'LED Lighting' undertook a review into the replacement of street lighting in the Borough to check it has achieved its financial aims. Their work ensured savings from the project would be re-invested to address complaints received by residents about implementation of lighting and initiated collaboration between Council officers and Thames Valley Police to check for any correlation between the implementation of LED Lighting and crime/anti-social behaviour in the Borough.
- Everyone Active was held to account on a quarterly basis to check they were on track to meet the targets set out in their contract. Members received a report in June 2018 regarding the successful transfer of leisure services in the Borough to Everyone Active. However, it was noted there had been a sharp rise in the number of complaints due to maintenance issues. Members requested quarterly updates from senior management at Everyone Active. The Area Contract Manager at Everyone Active and Head of Leisure at Bracknell Forest attended the September meeting to be held to account for the rise in complaints and explain what was being done to rectify the issues. In March 2019 members received an update that complaints had decreased significantly at Bracknell Leisure Centre and Coral Reef.

45

Task & Finish Group Update – Houses in Multiple Occupation (HMOs)

This Task & Finish Group was set up to look at the safety of occupants in HMOs, not the nature of property use, and its application in Bracknell Forest. Five meetings were held to scrutinise a range of issues. The Task and Finish Group has concluded its work and is finalising its recommendations for the Executive to consider in July.

Task & Finish Group Update – LED Lighting

Members set up this Task and Finish Group to check the Invest to Save bid initiated in 2015 had achieved its financial aims as well as scrutinising how and when LED Lighting was being rolled out across the borough. Their work included visiting streets during the evening to see first-hand if it was noticeable when lights were dimmed from 100% to 70% and 50%. They requested resident's complaints be mapped using GIS mapping software and officers share this information with Thames Valley Police and the community safety team in order to check for any correlation between LED Lighting implementation and crime/Anti-Social Behaviour. The Task and Finish Group has concluded its work and is finalising its recommendations for the Executive to consider in July 2019.

In addition to the key activity summary, the Panel focussed on:

- Library Technology Rollout
- Leisure Transformation
- Highways Winter Service Plan
- Parks and Countryside
- Planning and Building Control
- Planning Performance
- Car Parking Enforcement



Children, Young People and Learning Overview and Scrutiny Panel

What Difference Has Scrutiny Made?

- The Task and Finish Group 'Improving the experience and outcomes of Pupil Premium (double disadvantaged) children' agreed a number of recommendations about how Bracknell Forest Council could enhance its support to governors and senior leaders in schools. This included the development of the 'Pupil Premium Governor: Link Governor Role & Responsibilities' paper issued to Governors with a lead for Pupil Premium in their schools. Recommendations included the development of a governor toolkit to raised awareness of best practice so governors and schools can strengthen their offer to pupils in receipt of Pupil Premium funding.
- Members tracked pupil data using the Local Authority School Data Dashboard, prepared by MiME 'making information matter' on behalf of the local authority. The dashboard enabled members to analyse trend data and question leaders about why certain groups of children and schools were making better academic progress than others. For example, members noted a high rate of exclusions for children with Special Educational Needs and Disabilities (SEND). A report on SEND was brought to the next meeting and it was agreed this should form part of their future work plan to understand and help the Council to tackle this issue.

Chairman: Councillor Mrs Birch
Vice-Chairman: Councillor Brossard
Members: Councillors Ms Gaw, Mrs Hamilton, Ms Hayes, Mrs McCracken, Skinner, Mrs Temperton and Virgo

Church Representatives (2)
2 vacancies (voting)

Parent Governor Representatives (2)
2 vacancies (voting)

Teacher Representative
Ms D Owen (non-voting)

Social Care Representative
Miss C Barrett (non-voting)

46

Task & Finish Group Update – Improving the experience and outcomes of Pupil Premium (double disadvantaged) children

This Task & Finish Group scrutinised how the local authority supported school leaders, in particular governors. A survey was sent to schools in the Borough and returns were analysed to draw out key themes. Members visited five primary schools and one secondary school in the Borough as well as Didcot Girls School in Oxfordshire which was renowned for best practice in delivering results for children in receipt of Pupil Premium funding. During discussions members agreed it would be useful to have a Job Description for governors, which was developed and sent out during the project. Members also agreed a number of recommendations, including the production of a governor toolkit, to help governors ask the correct questions. The Executive will be asked to approve the group's recommendations on 18 June 2019.

Task & Finish Group Update – Special Educational Needs

Scoping exercise undertaken to agree the Terms of Reference for this Task & Finish Group. Data on Special Educational Needs was presented to members in March 2019.

In addition to key activity summary, the Panel focussed this year on:

- Corporate Parenting
- Childminders
- Examination and test performance data in Bracknell Forest Schools during the academic year 2016/17

- Schools performance and exclusions with particular regard to Key Stage 1 & 2
- Family Safeguarding Model
- Cornerstone Project
- Elective Home Education
- Early Help Family Hubs
- Local Authority School Data Dashboard, prepared by MiME ‘making information matter’ on behalf of the local authority, and were able to question why some pupils or schools were making better academic progress than others.
- Inclusion Hub Model for schools
- Joint Targeted Area Inspection of the multi-agency response to sexual abuse in the family in Bracknell Forest.
- Responding to the Department of Education consultation ‘Elective Home Education: call for evidence’ on revised guidance to create greater oversight of children whose parents elect to educate them at home.

Do You Want to Learn More about Scrutiny within Bracknell Forest Council?

For more details about Overview and Scrutiny in Bracknell Forest please visit our website using the hyperlink [here](#).

Or copy and paste the full URL into your browser:

<https://www.bracknell-forest.gov.uk/council-and-democracy/scrutiny/overview-and-scrutiny/about>

For more information about this report please contact Governance and Scrutiny via committee@bracknell-forest.gov.uk

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