

**EXECUTIVE  
10 NOVEMBER 2020  
5.00 - 6.25 PM**



**Present:**

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

**Also Present:**

Councillors Mrs Birch

**102. Declarations of Interest**

It was noted that Councillor Birch's wife, Councillor Mrs Birch, was presenting item number 5 on the agenda, the Care Leavers Overview and Scrutiny Review Report.

**103. Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 20 October 2020 together with the accompanying decision records be confirmed as a correct record and signed by the Leader.

**104. Urgent Items of Business**

There were no Urgent Items of Business.

**Executive Decisions and Decision Records**

The Executive considered the following items. The decisions are recorded in the decision sheets attached to these minutes and summarised below:

**105. Education, Skills and Growth Overview & Scrutiny Panel - Care Leavers**

**RESOLVED** that

- i) the Housing Allocation Policy 2015 be reviewed to include consideration of priority being awarded to care leavers where the authority has a Corporate Parenting role, particularly those who opt to 'stay put' with their foster family, in line with the newly issued Government Guidance.
- ii) the life skills and money management information be reviewed to ensure consistency of provision; information available on the Local Offer Care Leavers website and consider frequency of visits to prepare care leavers for independence.
- iii) the Staying Put Policy be revised using plain English; develop an easy-read version with foster carers and care leavers and consider extending the three month time limit when a care leaver can return to their foster family.
- iv) the joint protocol between Children's Social Care (CSC) and Housing

Team for assessing and meeting the needs of homeless young people be reviewed, in line with the newly issued Government Guidance.

- v) care leavers' achievements be acknowledged and give them the opportunity to participate by replicating the offer to Children Looked After, and be reviewed with any policy changes implemented within agreed timeframes with the housing team.
- vi) the timescales for implementing the recommendations are agreed.
- vii) the Overview & Scrutiny Commission will review the implementation of the recommendations within six months and host a focus group of care leavers to understand the impact of the pandemic on care leavers specifically.

**106. Supported Bus Service Changes**

**RESOLVED** that

- i) the supporting information is noted.
- ii) the proposed changes to supported bus services are progressed.

**107. Heathlands Redevelopment**

**RESOLVED** that

- i) the Strategic Procurement Plan be approved for procuring a provider for dementia nursing care services in Heathlands.
- ii) the joint approach for working with NHS East Berkshire Clinical Commissioning Group and Frimley Health Foundation Trust, our integrated NHS care partners, who shall jointly deliver intermediate care services in Heathlands be noted.
- iii) the decision in respect of the commissioning of the hotel services provision be delegated to the Heathlands Joint Project Board, in consultation with the Executive Member for Transformation and Finance, which is chaired by the Bracknell Forest Council Director: Resources.
- iv) the Heathlands Joint Project Board, in consultation with the Executive Member for Transformation and Finance, be delegated to agree the arrangement between the Council and the Clinical Commissioning Group and, if applicable, Frimley Health Foundation Trust for the sharing of the costs of the hotel services and any other pooling of funds in relation to the arrangement under a Section 75 agreement pursuant to the NHS Act 2006.

**108. Joint Venture Business Plan**

**RECOMMENDED** that the Council:

- i) approve the first proposed JV Business Plan for the Bracknell Forest Limited Liability Partnership joint venture between the Council and Countryside Properties (UK) Ltd as set out in Annex A/A1 and confidential Annex B of the Director: Finances report.
- ii) approve the proposed Site Development Plan for Coopers Hill for

“Bracknell Forest Limited Liability Partnership”, including land drawdown where conditions have been met as set out in confidential Annex C of the Director: Finances report and the Council’s equal share of funding needed to undertake this development of up to £2.25m;

- iii) Subject to recommendations 2.1 and 2.2 being approved by the Executive and Council, to note that the formal Incorporation of the JV and execution of the associated legal contract documentation for “Bracknell Forest Limited Liability Partnership JV” will take place in December 2020;

109. **Procurement Plan for new Framework for Road Based Passenger Transport Framework**

**RESOLVED** that

- i) the methodology for advertising the Framework opportunity, evaluating supplier submissions, and appointing suppliers to the new Framework agreement be approved.
- ii) the new Framework Agreement is implemented using a Dynamic Procurement System (DPS) so that suppliers may join the Framework at any point during its lifetime.

**CHAIRMAN**

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## Bracknell Forest Council Record of Decision

<b>Work Programme Reference</b>	<b>I090540</b>
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1. **TITLE:** Education, Skills and Growth Overview & Scrutiny Panel - Care Leavers

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To consider the outcomes of the review into the impact of accommodation and support on the educational attainment and skills of young people leaving care.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i) the Housing Allocation Policy 2015 be reviewed to include consideration of priority being awarded to care leavers where the authority has a Corporate Parenting role, particularly those who opt to 'stay put' with their foster family, in line with the newly issued Government Guidance.
- ii) the life skills and money management information be reviewed to ensure consistency of provision; information available on the Local Offer Care Leavers website and consider frequency of visits to prepare care leavers for independence.
- iii) the Staying Put Policy be revised using plain English; develop an easy-read version with foster carers and care leavers and consider extending the three month time limit when a care leaver can return to their foster family.
- iv) the joint protocol between Children's Social Care (CSC) and Housing Team for assessing and meeting the needs of homeless young people be reviewed, in line with the newly issued Government Guidance.
- v) care leavers' achievements be acknowledged and give them the opportunity to participate by replicating the offer to Children Looked After, and be reviewed with any policy changes implemented within agreed timeframes with the housing team.
- vi) the timescales for implementing the recommendations are agreed.
- vii) the Overview & Scrutiny Commission will review the implementation of the recommendations within six months and host a focus group of care leavers to understand the impact of the pandemic on care leavers specifically.

7. **REASON FOR DECISION**

The Education, Skills and Growth Overview & Scrutiny Panel concluded their findings

based on the evidence considered and review that was undertaken.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Education, Skills and Growth Overview & Scrutiny Panel's assessed several options which are detailed in the attached Review report.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
10 November 2020	17 November 2020

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I095098</b>
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1. **TITLE:** Supported Bus Service Changes
2. **SERVICE AREA:** Place, Planning & Regeneration
3. **PURPOSE OF DECISION**

To inform the Executive of emerging issues associated with supported bus service provision and seek approval for necessary changes in 2021/22.

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i) the supporting information is noted.
- ii) the proposed changes to supported bus services are progressed.

7. **REASON FOR DECISION**

The Council must secure the ongoing viability of supported bus services whilst pursuing value for money. Necessary financial savings are required to support the Council's transformation programme and the ongoing impacts of the Coronavirus pandemic. To support these objectives, changes to supported bus services are required.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Council could retain current supported bus services without change, however, this would not represent value for money and does not address the increasing risk that some contracted services are likely to become commercially un-viable without change. Furthermore, the financial savings identified within the Council's transformation programme would not be met.

9. **PRINCIPAL GROUPS CONSULTED:** None.
10. **DOCUMENT CONSIDERED:** Report to The Executive - Supported bus service changes - 10 November 2020  
Report to The Executive - Supported bus service changes - 10 November 2020 - APPENDIX D
11. **DECLARED CONFLICTS OF INTEREST:** None

<b>Date Decision Made</b>	<b>Date decision will be implemented</b>
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10 November 2020

17 November 2020

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>1093947</b>
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1. **TITLE:** Heathlands Redevelopment

2. **SERVICE AREA:**

3. **PURPOSE OF DECISION**

Executive to note the update on the service provider model for the new 66 bed EMI & Intermediate care home and approve the associated procurement plan.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i) the Strategic Procurement Plan be approved for procuring a provider for dementia nursing care services in Heathlands.
- ii) the joint approach for working with NHS East Berkshire Clinical Commissioning Group and Frimley Health Foundation Trust, our integrated NHS care partners, who shall jointly deliver intermediate care services in Heathlands be noted.
- iii) the decision in respect of the commissioning of the hotel services provision be delegated to the Heathlands Joint Project Board, in consultation with the Executive Member for Transformation and Finance, which is chaired by the Bracknell Forest Council Director: Resources.
- iv) the Heathlands Joint Project Board, in consultation with the Executive Member for Transformation and Finance, be delegated to agree the arrangement between the Council and the Clinical Commissioning Group and, if applicable, Frimley Health Foundation Trust for the sharing of the costs of the hotel services and any other pooling of funds in relation to the arrangement under a Section 75 agreement pursuant to the NHS Act 2006.

7. **REASON FOR DECISION**

The council proposes to procure for dementia nursing care through a competitive tender:

- To commission a suitable provider to deliver dementia nursing care in Heathlands. The dementia care provider will work alongside FHFT for the ICS.
- To maximise tender opportunities (e.g. assurance re expertise / capability of provider, competitively priced bids) that will generate value for money and highquality care.
- To establish a clear commissioner – provider route by adopting a separate commissioner-led route to market and contracting model.

- To be Public Contract Regulations compliant and timely, completing the tender, award and mobilisation phases in time for Heathlands opening in December 2021.
- As per the strategic procurement plan, the hotel services (e.g. front desk, kitchen, laundry, facilities management, external landscaping) will be delivered either by the ICS provider to be commissioned by the CCG or by the dementia services provider, in which case it will be part of the competitive tender for the dementia services. The most beneficial option is currently under consideration.

The wider benefits of pursuing an integrated care approach in Heathlands are anticipated to:

- Give local people with dementia and intermediate care needs access to local provision that doesn't currently exist
- Secure consistently high-quality nursing care provision, with the NHS brand
- Develop a more joined up approach to hospital discharge, reducing delayed transfers of care and ensuring a better experience for people leaving hospital.
- Provide a genuine lever to positively influence the local care home market
- Obtain long-term nursing bed price security for the council, protecting against volatile market prices
- Provide flexibility of beds to be able to respond to changing demands

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

Health partners and the Council considered an option whereby a single health provider would provide services across the whole site. This option was not viable. The Council is therefore seeking to procure a separate dementia care provider.

The delivery options for the hotel element (e.g. facilities management, meals, laundry, front desk) of Heathlands are under review. This service element could be delivered by the ICS provider or the dementia care provider. A decision around the provision of the hotel service will be made by the Joint Heathlands Project Board before launching the dementia care ITT.

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

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

Date Decision Made	Final Day of Call-in Period
10 November 2020	17 November 2020

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I094859</b>
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1. **TITLE:** Joint Venture Business Plan

2. **SERVICE AREA:**

3. **PURPOSE OF DECISION**

To agree recommendation for LLP to adopt the Joint Venture Business plan

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RECOMMENDED** that Council:

- i) approve the first proposed JV Business Plan for the Bracknell Forest Limited Liability Partnership joint venture between the Council and Countryside Properties (UK) Ltd as set out in Annex A/A1 and confidential Annex B of the Director: Finances report.
- ii) approve the proposed Site Development Plan for Coopers Hill for “Bracknell Forest Limited Liability Partnership”, including land drawdown where conditions have been met as set out in confidential Annex C of the Director: Finances report and the Council’s equal share of funding needed to undertake this development of up to £2.25m;
- iii) Subject to recommendations 2.1 and 2.2 being approved by the Executive and Council, to note that the formal Incorporation of the JV and execution of the associated legal contract documentation for “Bracknell Forest Limited Liability Partnership JV” will take place in December 2020;

7. **REASON FOR DECISION**

The recommendations support the fulfilment of the JV project’s aims and objectives and form the final step toward Incorporation of the “Bracknell Forest Limited Liability Partnership” and the completion of the associated legal contract documentation”. There have been no material changes made to the suite of legal contracts as set out in the 14th July report to the Executive

The Cooper’s Hill Site Development Plan is a proposal for development of the Cooper’s Hill site. This will be refined during the next 2 months and will be subject to several conditions being fulfilled as laid out in the Site Development Plan, including securing planning permission and fulfilling best consideration requirements for the land value.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Executive could decide not to endorse the recommendations made in this report. This would mean that the Council may need to develop an alternative approach to securing development of identified sites in and around Bracknell town centre. The Business Case that informed the Executive's decision in February 2019 indicated that alternative approaches would be less likely to deliver the agreed objectives.

9. **DOCUMENT CONSIDERED:** Report of the Director: Resources, Director: Resources

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
10 November 2020	17 November 2020

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I093317</b>
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1. **TITLE:** Procurement Plan for new Framework for Road Based Passenger Transport Framework

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

3. **PURPOSE OF DECISION**

To approve the Procurement Plan for the award of a new framework for road based passenger transport.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i) the methodology for advertising the Framework opportunity, evaluating supplier submissions, and appointing suppliers to the new Framework agreement be approved.
- ii) the new Framework Agreement is implemented using a Dynamic Procurement System (DPS) so that suppliers may join the Framework at any point during its lifetime.

7. **REASON FOR DECISION**

The current framework agreement has expired and must be renewed to ensure the effective procurement of future bus contracts.

The new framework agreement will provide the structure to source suitable bus services providers from the marketplace. The subsequent call-off contracts under the framework will then secure particular routes through a competitive process.

8. **ALTERNATIVE OPTIONS CONSIDERED**

To continue without a framework agreement in place and conduct individual tenders each time a new service needs to be commissioned. This would be time consuming and would affect the Council's response to changes in circumstance.

To pursue a non-DPS Framework valid for four years. Previously, only three operators met the deadline for the current framework agreement and so a fixed and inaccessible framework would limit the scope for best value and resilience.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
10 November 2020	17 November 2020