

To: **COUNCIL**  
**27 November 2019**

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**EXECUTIVE REPORT TO COUNCIL**  
**The Leader**

**1 PURPOSE OF REPORT**

- 1.1 Since the Council meeting on 11 September 2019, the Executive has met on the 24 September 2019 and 22 October 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](http://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 consider the recommendation set out at paragraph 5.6.1.**

**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**

**Children, Young People and Learning**

**5.1 Supervision Policy, Children's Social Care**

- 5.1.1 The Executive agreed the Supervision Policy for Children's Social Care.
- 5.1.2 This policy outlined what supervisors and supervisees should expect from good supervision in Bracknell Forest Children's Social Care and how the Council would meet their responsibility to provide it. The Supervision Policy will ensure that everyone who works within Children's Social Care has effective, timely and accessible supervision which enables them to fulfil their role of improving outcomes for children and support the emotional demands of the work.

**5.2 School Meals Service Procurement Plan**

- 5.2.1 The Executive agreed the School Meals Service Procurement Plan.

- 5.2.2 The current School Meals contract ran out in July 2020 with schools being consulted in the 2019 summer term regarding their options for ongoing school meal catering. Ten schools had indicated that they would make alternative arrangements and eleven schools opting to join a council re-tendering exercise. By supporting the eleven schools in this procurement exercise the Council should ensure that the price paid by each is more competitive.

## **Planning and Transport**

### **5.3 Bracknell Forest Local Plan Consultation on Revised Growth Strategy**

- 5.3.1 Executive agreed that the Draft Bracknell Forest Local Plan and supporting consultation documents be published for a period of public consultation starting on Friday 25 October and ending on Friday 6 December 2019. The Executive also agreed the Consultation Strategy and that any minor changes to the Draft Bracknell Forest Local Plan and other supporting material produced prior to the consultation be agreed by the Director, Place, Planning and Regeneration in consultation with the Executive Member for Planning and Transport.
- 5.3.2 Consultation on the Draft Bracknell Forest Local Plan took place in February/March 2018 and September 2018. As a result of this process a number of comments were received that were subsequently analysed. Further technical reports had also been completed and a revised National Planning Policy Framework was published in July 2018 and subsequently amended in February 2019. These changes resulted in the need to revise the approach being taken to accommodate the Borough's future growth needs.
- 5.3.3 Due to the extent of the changes being made and the scope of the Local Plan being broadened, it has been decided that there is a need to carry out further informal public consultation (under Regulation 18) prior to producing a 'Submission' version of the document. Members will get the opportunity to review the outcome of the consultation and discuss the content of the final version in the New Year before it is submitted.

### **5.4 Adoption of a Local List of buildings and structures of Local Architectural or Historic Interest**

- 5.4.1 The Executive agreed the list of buildings (50 in total) for inclusion on the Local List of Buildings and Structures of Local Architectural or Historic Interest.
- 5.4.2 The local list will form part of the evidence base of the new local plan. This includes the identification of the Borough's heritage assets, whether designated (statutorily Listed) or non-designated and the contribution they make to the historic environment. The inclusion of a building or structure on a local list would be a material consideration in decision making.

## **Adult Services, Health and Housing**

### **5.5 Heathlands Redevelopment**

- 5.5.1 The Executive approved the award of a contract for the pre-construction services for the Heathlands redevelopment within the budget approved by the Executive in March 2019. The Executive also agreed that the Council continue to work in partnership

with the East Berkshire Clinical Commissioning Group and Frimley Health NHS Foundation Trust to confirm Provider arrangements through continued discussions to agree and formalise partnership arrangements to operate the EMI nursing care beds, based on the broad principles outlined in the draft Heads of Terms in Annex C of the Executive Director: People's report.

- 5.5.2 It was also agreed that a flexible approach should be taken to the management of void beds in the first 2 years of operation of a new Heathlands facility, including permitting alternative health and social care uses of one or more wings in the building so long as these would not conflict with its prime on-going purposes of providing nursing care for residents with EMI needs and intermediate care services. Finally, prior to approving the main works contract, the Executive agreed to receive a further report setting out detailed partnership arrangements that allocated risk and reward appropriately between the various parties in line with the draft Heads of Terms in Annex C of the Executive Director: People's report.
- 5.5.3 The Council agreed at its meeting on 27 February 2019 to include a budget of £10.95m in the capital programme for redevelopment of the former Heathlands residential care home, and a business case was considered and approved by the Executive in March 2019. The recommended tender for design and pre-construction services is affordable within the budget previously approved and the procurement plan agreed by the Executive.
- 5.5.4 A partnership agreement of some form will be most appropriate to set out the roles and responsibilities of each organisation rather than a contract for services. It is anticipated that the scheme could realise improvements in the following areas:
- Health and social care integration
  - Workforce stability and upskilling
  - Outcomes for residents
  - Market control and stabilisation
  - Continued improvement across the system

## **Council Strategy & Community Cohesion**

### **5.6 Council Plan 2019 - 2023**

#### **5.6.1 The Executive recommend the Council Plan 2019-2023 to Council attached at Appendix A.**

5.6.2 The Council Plan is rooted firmly in the Conservative election manifesto of 2019. It puts these election commitments made then into a single document to provide the organisation with a strategic direction and framework to meet the challenges ahead.

5.6.3 Council Plan is centred upon six strategic themes or priority areas;

- Caring for you and your family
- Value for money
- Education and skills
- Economic resilience
- Communities
- Protecting and enhancing our environment

- 5.6.4 Each theme will be underpinned by a number of annual priorities that take the Council towards the achievement of the four-year key objectives. These annual priorities will be included in individual Department Service Plans which will also contain key performance indicators reflecting the priorities and day to day operations. Progress against the Council Plan will be reported to the Executive.

## **5.7 Council Plan Overview Report**

- 5.7.1 The Executive noted the performance of the Council over the first quarter of the 2019/20 financial year (April - June 2019). At the end of the quarter, 83 actions (81%) were rated as “green” (1 complete, 82 in progress) and 20 actions (19%) were “amber” (1 complete, 19 in progress).
- 5.7.2 Progress against key performance indicators across the Council was also very positive, with 32 (82%) “green” – i.e. on, above or within 5% of target; 1 (2.6%) were “amber” – i.e. between 5% and 10% of target; and 6 (15.4%) were “red” – i.e. more than 10% from target. 31 further indicators had no set target.
- 5.7.3 Highlights of the quarter included that Democratic & Registration Services had successfully delivered three elections and implemented a successful programme of new Member Inductions. It has also piloted a number of different models for Scrutiny reviews.

The report also highlighted the significance of community involvement in helping the Council maintain the quality of the Borough as a place to live. For example, in Parks and Countryside, volunteers contributed 1,587 valuable hours last quarter towards maintaining local parks, open spaces and rights of way.

- 5.7.4 Budget monitoring showed the council had contained spending within the approved budget for the twenty-first consecutive year in 2018/19. The planned use of £2.5m of general reserves to support the budget would not be required, most notably due to the significant one-off receipt of a VAT refund from HMRC related to the tax treatment of Leisure income in previous years, following the council lodging a successful claim.

## **Culture, Resources and Public Protection**

### **5.8 Polling District and Polling Place Review 2019**

- 5.8.1 There was a statutory requirement to undertake a Polling District and Polling Place review between 1 October 2018 and 31 January 2020. A comprehensive interim review was concluded in 2018 to prepare for the May 2019 elections. Each polling station venue was assessed in 2018 as part of the interim review. Further feedback and comments on suitability were taken from polling staff, polling station inspectors and political parties active in the May 2019 elections. The Executive agreed that the vast majority of polling stations were in the most appropriate location, but that polling station BT: The Court House should be moved to the Bracknell Central Library.

## **Transformation and Finance**

### **5.9 Transfer of Property – Public Conveniences and Non-strategic open spaces to Parish and Town Councils**

- 5.9.1 The Executive agreed that the Assistant Director: Property grant the leases of the open spaces in table one of the report in the Executive Director: Property's report, to the relevant Parish/Town Council (subject to individual agreements). The Executive also authorised the Assistant Director: Property to accept surrenders and re-grant the existing leases of table two in the report to the relevant Parish/Town Council and authorised the Assistant Director: Property to grant leases of the two public conveniences in table three in the Executive Director: Property's report, to the relevant Parish/Town Council.
- 5.9.2 The proposed grant and re-grant of leases represents the extension of existing successful collaborations. There was a history of periodic reviews with the Parish and Town Councils who were seeking greater involvement and the latest sites proposed for transfer have formed part of periodic discussions spanning approximately 2 years.

#### **5.10 Procurement Plan for liability insurance and claims handling services**

- 5.10.1 The Executive approved the Procurement Plan for the tender of the liability insurance policies utilising the YPO Insurance Placement Framework, the Executive also agreed the award of the contract(s) be delegated to Director of Finance subject to the new contracts being within budget.
- 5.10.2 The tendering process would allow that Council to procure new insurance policies for liability insurance with effect from the 1 April 2020. The evaluation team intended to ensure value for money by utilising the YPO Insurance Placement Framework.

#### **5.11 Home to School and Occasional Transport Services**

- 5.11.1 Central Government has recognised issues relating to frameworks and has introduced a better DPS to allow additional suppliers to join the agreement and increase competition throughout the term. The business case for moving to a DPS from current framework arrangement is that the DPS will allow increased assurance that there is diversity of supply, resilience locally and best price at point of purchase. The Executive therefore approved the Procurement Plan and the use of a Dynamic Purchasing System (DPS) to tender for individual routes.

### **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.

#### Director: Finance

- 6.2 The Director: Finance'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 –24 September 2019 & 22 October 2019

Contact for further information

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