



NOTICE OF MEETING

**Environment, Culture and Communities Overview & Scrutiny Panel
Tuesday 11 July 2017, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House, Bracknell**

To: Environment, Culture and Communities Overview & Scrutiny Panel

Councillors Angell, Mrs Angell, Brossard, Finnie, Mrs Ingham, Mrs McKenzie, Mrs McKenzie-Boyle, Mrs Mattick and Porter

cc: Substitute Members of the Panel

Councillors Dudley, Kennedy, Leake, Ms Miller and Virgo

ALISON SANDERS
Director of Corporate Services

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**Environment, Culture and Communities Overview & Scrutiny
Panel
Tuesday 11 July 2017, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House,
Bracknell**

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AGENDA

Page No

1. **ELECTION OF CHAIRMAN**

2. **APPOINTMENT OF VICE CHAIRMAN**

3. **APOLOGIES FOR ABSENCE/SUBSTITUTE MEMBERS**

To receive apologies for absence and to note the attendance of any substitute members.

4. **MINUTES AND MATTERS ARISING**

To approve as a correct record the minutes of the meeting of the Environment, Culture and Communities Overview and Scrutiny Panel held on 7 March 2017.

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5. **DECLARATIONS OF INTEREST AND PARTY WHIP**

Members are asked to declare any disclosable pecuniary or affected interests and the nature of that interest, including the existence and nature of the party whip, 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 and must not participate in discussion of the matter or vote on the matter unless granted a dispensation by the Monitoring Officer or by the Governance and Audit Committee. 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.

6. **URGENT ITEMS OF BUSINESS**

Any other items which, pursuant to Section 100B(4)(b) of the Local Government Act 1972, the Chairman decides are urgent.

7. PUBLIC PARTICIPATION

To receive submissions from members of the public which have been submitted in advance in accordance with the Council's Public Participation Scheme for Overview and Scrutiny.

OVERVIEW AND POLICY DEVELOPMENT

8. HIGHWAYS MAINTENANCE CONTRACT: ANNUAL REPORT

An overview of the review of highway maintenance and the related contract will be provided.

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9. THAMES BASIN HEATHS SPECIAL PROTECTION AREA JOINT STRATEGIC PARTNERSHIP BOARD, INCOME AND SPENDING

To receive information in respect of the operation of the Joint Strategic Partnership Board serving the Thames Basin Heaths Special Protection Area and its income and spending arrangements.

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10. CEMETERY AND CREMATORIUM UPDATE

To receive an update in respect of the Cemetery and Crematorium service.

11. CORAL REEF

An update presentation in respect of the refurbishment of Coral Reef will be provided.

12. BRACKNELL FOREST BOROUGH LOCAL PLAN UPDATE

A progress update report in respect of the Bracknell Forest Borough Local Plan will be provided.

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PERFORMANCE MONITORING

13. QUARTERLY SERVICE REPORT (QSR) - INFORMATION ITEM

To update the Panel in respect of the latest available departmental performance as reported in the QSR for the fourth quarter of 2016/17 (January to March 2017) relating to Environment, Culture and Communities. An overview of the first quarter of 2017/18 will also be provided.

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The Chairman has asked that any detailed or procedural questions arising from the QSR should be referred to the Director of Environment, Culture and Communities in advance. Only issues of strategic importance or of wider implications need then be raised at the meeting.

HOLDING THE EXECUTIVE TO ACCOUNT

14. **EXECUTIVE KEY AND NON-KEY DECISIONS**

To consider scheduled Executive Key and Non-Key Decisions relating to Environment, Culture and Communities.

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DATE OF NEXT MEETING

The next meeting of the Environment, Culture and Communities Overview and Scrutiny Panel has been arranged for 7:30 pm on Tuesday 19 September 2017.

**ENVIRONMENT, CULTURE AND
COMMUNITIES OVERVIEW & SCRUTINY
PANEL
7 MARCH 2017
7.30 - 9.03 PM**



Present:

Councillors Angell (Chairman), Porter (Vice-Chairman), Mrs Angell, Brossard, Finnie, Mrs Ingham, Mrs McKenzie, Mrs McKenzie-Boyle and Mrs Mattick

Co-opted Members:

Councillor Susie Phillips

Executive Members:

Councillors Mrs Hayes MBE, McCracken and Turrell

Also Present:

Andrea Carr, Policy Officer (Overview and Scrutiny)
Andrew Hunter, Chief Officer: Planning, Transport & Countryside
Damian James, Head of Performance and Resources
Steve Loudoun, Chief Officer: Environment & Public Protection

142. Minutes and Matters Arising

RESOLVED that the minutes of the meeting of the Panel held on 10 January 2017 be approved as a correct record and signed by the Chairman.

143. Declarations of Interest and Party Whip

There were no declarations of interest relating to any items on the agenda, nor any indication that Members would be participating under the party whip.

144. Urgent Items of Business

There were no items of urgent business.

145. Public Participation

No submissions had been made by members of the public under the Council's Public Participation Scheme for Overview and Scrutiny.

146. Contaminated Land

The Panel considered a report setting out the Council's responsibilities in relation to contaminated land in the Borough, as defined by the Environmental Protection Act 1990.

For land to be designated as 'contaminated land' it had to meet three criteria. Firstly, there must be an identified contaminant, secondly an identified receptor that was likely to be harmed by the contaminant should the two come in contact, and thirdly a feasible pathway by which the two could connect. The legislation provided powers

for the remediation of contaminated land, whereby planning conditions could be imposed to deal with associated risks on land brought forward for development.

Local risks had been assessed through a desk top survey in 1999/2000 of historical sites where industrial or waste disposal activities had taken place. Some 2,500 potentially contaminated sites had been identified in the Borough. There were also three former local authority landfill sites in the Borough. Longhill and Longshot Lane were former landfill sites which needed active monitoring by the Council to ensure compliance with regulatory standards. The third landfill site at Strongs Heath was closed in 1998, and was managed by the Council on behalf of all the Berkshire Authorities on terms regulated by the Environment Agency. This necessitated the ongoing management of the site and monitoring of gas and leachate.

The following points arose from questions and discussion:

- Details of the 2,500 sites were held on the contaminated land register which was available for public inspection. Some individuals chose to obtain information via a Freedom of Information request rather than attending to inspect the public register.
- The Council was not required to monitor the majority of these sites since they posed no actual risk (in the context of the legal definition in the Act)
- Where development proposals were submitted, the Council as Planning Authority could refuse permission unless satisfactory measures were proposed to remediate the contamination or otherwise mitigate any risk to health.

Strongs Heath landfill site was designed and built as a 'dilute and disperse' site. It is regulated by the Environment Agency. The nature of the equipment on the site is such that it currently has to be kept secure. The day to day on-site management has been outsourced to specialists who arrange for the methane from the site to be drawn off and burnt by an onsite flare and for leachate to be extracted and sent for specialist disposal.

147. **Coral Reef**

The Head of Performance and Resources made a presentation to the Panel on the progress of the refurbishment at Coral Reef.

The contractor had now completed 50,000 man hours on site, while the contract remained within budget and on schedule for re-opening on 18 August 2017. Construction of the flume tower was now up to the fifth floor, the pool roof had been demolished, the changing village roof works were now complete and external drainage works were in progress. Most of the colourful flume sections were on site awaiting assembly and installation. The Panel viewed a number of photographs showing how the works were progressing and a summary of the next phase of work.

The project had created a lot of public interest, measured by a very high number of website hits. The Panel was most interested to learn of the weekend recruitment drive planned for May. Approximately 60 staff (40 FTE) would need to be appointed and it was hoped that a number of those employed previously would return. Learning to Work, a charity working to support and develop young people and provide them with career opportunities, had been engaged to assist with recruitment.

Following questions, the Panel was advised that a final progress report would be made to its next meeting in July before the re-opening of Coral Reef in August 2017.

148. **Design Supplementary Planning Document (SPD)**

The Panel received a report presenting the Design Supplementary Planning Document (SPD) due to be considered for adoption by the Executive on 14 March 2017. The Design SPD sets out design principles and best practice to guide the design quality of development proposals in the Borough. The Consultation Draft SPD had been subject to full public consultation for six weeks from 17 October 2016. An appendix to the report contained a summary of the responses received, an officer response to each comment and recommendations for any appropriate changes to the SPD.

In response to Members' comments and questions the following points were made:

- The Design SPD would sit alongside other SPDs adopted by the Council and be brought into use in the determination of planning applications.
- A number of issues raised by Members were in fact more appropriately and adequately covered in the adopted Streetscene SPD.
- Generally such matters as the installation of solar panels and satellite dishes constituted permitted development and therefore the Design SPD made only limited reference to them. In response to a request, the Chief Officer: Planning, Transport & Countryside agreed to advise the Panel of the maximum number of satellite dishes permitted on homes.
- Although it was not possible to say that the adoption of the SPD would lead to an improved ratio of planning appeals won, it would be a very useful addition to the policy relied on in the determination of planning applications, and would have to be taken into account by the Inspector in any planning appeal.
- The Panel echoed the positive comments made in the consultation and congratulated the officers on a comprehensive and well written SPD.

Although not directly related to the Design SPD, members received answers to questions about the spending of Community Infrastructure Levy (CIL) funds raised and the Section 106 contributions towards the Thames Basin Heath Special Protection Area (SPA). It was suggested that the Panel should have a presentation at a future meeting on the responsibilities of the SPA Joint Board, how it worked and how the funds were allocated.

149. **Bracknell Forest Borough Local Plan Update**

The Panel considered a report summarising the up to date position on the various documents comprising the Bracknell Forest Borough Local Plan (BFBLP).

The preparation of the Comprehensive Local Plan (CLP) was proceeding in accordance with the timetable detailed in the report which now provided for the Draft Plan consultation to take place in September/October 2017.

Progress on the preparation of the wide range of evidence studies which would support the formulation of policies within the CLP was noted. In particular, reference was made to the consultancy working on the Gypsy and Traveller Accommodation Assessment (GTAA) which was reviewing its draft report in the light of officer comments and amendments to the national policy guidance. Consultants JBA had been appointed to undertake the Strategic Flood Risk Assessment (SFRA). Also Hampshire County Council was continuing to work on preparation of the Joint Minerals and Waste Local Plan, and a session with members of the participant authorities was planned.

150. **Working Group Update Report**

The Panel received a progress report of the Working Group reviewing houses in multiple occupation (HMOs). Two meetings had taken place so far at which the review had been scoped and discussions held to explore the housing functions and any related anti-social behaviour issues associated with HMOs.

151. **Quarterly Service Report (QSR)**

The Panel considered the latest trends, priorities and pressures in terms of departmental performance as reported in the QSR for the third quarter of 2016/17 (October to December 2016) relating to Environment, Culture and Communities. The report highlighted exceptional performance, remedial action being taken against under performance, significant changes in risk, significant customer feedback and inspections and significant changes in service use and the associated financial impact.

The Chief Officer: Environment and Public Protection highlighted a number of items from the report and gave an overview of the third quarter performance. He indicated the major variances on the revenue budget, resulting in a predicted underspend of £440k for the year. The capital budget for the current year was currently 64.6% spent, but this would rise in the fourth quarter to the extent that only a 6.3% carry forward would be necessary.

The key highlights referred to the heavy involvement of the Department in the first year of the transformation programme, with intensive work being undertaken at South Hill Park, Libraries and Leisure Services. There had been a significant increase in the number of cremations carried out. The joint Regulatory Service between West Berkshire, Wokingham and Bracknell Forest Councils had commenced on 9 January 2017 and had made a good start to operations.

Arising from answers to questions and discussion, the Panel noted:

- The Crematorium was currently operating at or near capacity, but this was governed by the chapel availability. Work had commenced on the first phase of the construction programme leading towards having a second chapel which would increase capacity further.
- A factor affecting the current high level of cremations was the temporary closure of the Slough Crematorium.
- It was estimated there was currently space in the cemetery for about 10 more years of burials. In common with practice elsewhere only double depth plots were now being sold. The charges for burials are higher for non-residents of the Borough.
- The new joint Regulatory Service had realised £150,000 of savings from its inception. However, there was potential for further savings in support costs, office accommodation etc as the service became more established. The first meeting of the Partnership Board set up to manage the service was due to be held shortly.
- Utility Companies had to obtain a permit from the Council to close roads in the Borough. The Council set conditions in the permit, including time limits and there was provision to impose penalties where these were overrun.

Income from the Community Infrastructure Levy (CIL) had been greater than expected, with a further £4-5m of CIL liabilities. The review of CIL charges was aligned with the Local Plan timetable. It could also be affected if some proposals contained in the Housing White Paper were introduced.

152. **Executive Key and Non-Key Decisions**

The Panel received and noted the scheduled Key and Non-Key Executive Decisions relating to Environment, Culture and Communities.

CHAIRMAN

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**TO: ENVIRONMENT, CULTURE & COMMUNITIES OVERVIEW & SCRUTINY PANEL
11 JULY 2017**

**HIGHWAY MAINTENANCE CONTRACT: ANNUAL REPORT
Director of Environment, Culture and Communities**

1 PURPOSE OF REPORT

- 1.1 To inform the Overview and Scrutiny Panel of the performance of Ringway Infrastructure Services Ltd (RIS) who were appointed as the Council's Highways, Maintenance and Works Contractor on 1 October 2014. This report reflects on the second year of the contract.

2 RECOMMENDATION

- 2.1 **That Members note the successful performance of RIS in the second year of the highway maintenance contract.**

3 REASONS FOR RECOMMENDATION(S)

- 3.1 Highway maintenance is a highly visible service and reducing budgets present an ever increasing challenge to maintain our highways in the manner residents expect. It is important therefore to recognise when resources have been applied in an efficient manner.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 The Contract with RIS commenced on 1 October 2014. As the report of the Chief Officer: Environment and Public Protection (Annexe 1), high level performance is monitored through the use of strategic key performance indicators (KPI's). The contract with RIS requires that if these KPI's are met then one additional year can be awarded to the effect that if successful, RIS enjoy a 7 year rolling contract allowing them to invest in the contract with confidence. While performance is generally high, there have been occasions during the year when at least one KPI was not being met and there is little doubt that the KPI "recovered" to the required level because of the inducement of an additional contract year so the system is considered transparent and effective.
- 5.2 The annual report of RIS is attached at Annexe B and it is this report, together with monitoring throughout the year, which the Chief Officer considers prior to making a recommendation to the Director to offer an extension or not. As Members can see, the report describes a lot of activity and there is much variety highlighting the complexity of highway maintenance but of course the report cannot adequately describe the many thousands of tasks undertaken during the year.
- 5.3 Successful contracts require robust partnerships and the client / contractor partnership is effective and this is key to delivering the best service possible with the resources available. Council officers need to be commended for applying these resources to the best possible effect and it was pleasing to note that this was recognised in the recent

residents survey highways was mentioned as one the top 3 things that residents enjoyed.

- 5.4 A major project to reflect upon is the installation of LED lights throughout the borough and this is progressing well. As described earlier, partnership is a vital element of success and, without being required to, RIS has given us access to their national LED purchase contract which has saved the Council several hundreds of thousands of pounds against what the council could procure on its own, and this was tested through procurement. The way we construct major projects in finance terms means that this saving isn't counted as "cashable savings" but in reality it is and demonstrates that strong partnerships can have very tangible results.
- 5.5 Members are asked to reflect upon the report, ask any questions, and note the successful performance in highway maintenance in the second contractual year.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 Not requested for this report.

Borough Treasurer

- 6.2 The Borough Treasurer is satisfied there are no significant financial implications arising from the recommendation in this report, the amount of works ordered through this contract is subject to the relevant highway budgets.

Equalities Impact Assessment

- 6.3 Not applicable.

Strategic Risk Management Issues

- 6.4 Addressed in the Chief Officer's report.

7 CONSULTATION

Principal Groups Consulted

- 7.1 Not applicable.

Method of Consultation

- 7.2 Not applicable.

Representations Received

- 7.3 Not applicable.

Background Papers

None.

Contact for further information

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**TO: RINGWAY BOARD
28 MARCH 2017**

**CLIENT REVIEW OCTOBER 2015 TO SEPTEMBER 2016
Chief Officer: Environment and Public Protection**

1 PURPOSE OF REPORT

- 1.1 Ringway Infrastructure Services Ltd (RIS) was appointed as the Council's Highways, Maintenance and Works Contractor on 1 October 2014. This report looks back over the second year's operation of that Contract and makes a recommendation in respect of contract extension.

2 RECOMMENDATION

- 2.1 That the Contract with RIS be extended by one year as allowed for within the terms of the Contract.**

3 REASONS FOR RECOMMENDATION(S)

- 3.1 The Contract with RIS includes for up to seven one year extensions subject to satisfactory performance as measured against set strategic key performance indicators. Performance over the term has again achieved the necessary standards and there is no reason not to agree another extension to 1 October 2023.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 The Contract with RIS commenced on 1 October 2014. The form of Contract was new to both Council staff and many of RIS employees and they introduced a number of changes that required being bedded in. The first year of transition was not therefore without learning opportunities. The second period has been a period of consolidation, development and, with the town centre works in particular, several challenges.

- 5.2 During the year the Board met on 3 December 2015, 9 June and 12 September 2016. Over that period a number of specific issues have been raised, including:

- (i) Permitting
- (ii) Strategic KPI's
- (iii) Town centre including Station Green
- (iv) Coral Reef works
- (v) Street lighting (LED)
- (vi) Cashable savings achieved and service opportunities
- (vii) Depot alterations
- (viii) Joint training

Unrestricted

- 5.3 During that period the Board was presented, as required, with a number of standard reports including the Service Manager's and Contractor's report. Whilst the members of the Board/team remained largely the same over the year, there were some changes with Ringway's representation. The first was Chris Edwards' appointment, and then as a result of Ringway changes Nick Goddard's role changed and he has been replaced by David Gibby, although Nick has in later months been brought back to cover whilst David has been away due to personal reasons. The changes created no operational difficulties.
- 5.4 Whilst it was not easy, by the end of year two all of the SKPI's had again been achieved. Traffic management requirements gave rise to the greatest number of concerns in year one. These have now been addressed. The value of cashable savings recorded over the year was £17,601, making a total of £32,601 to date excluding the LED project.
- 5.5 There were no Contract variations in the year.
- 5.6 Looking forward the Contract requires at least annually a joint workshop with a view to help create and realise value for money improvements, service enhancements and efficiencies. This is the responsibility of the Contractor and is something that needs to be agreed looking forward. The Board is requested to consider any topics for discussion.
- 5.7 Finally the Contract requires that the Contractor's Annual report is used to inform the Annual and Medium Term Plans. This work and any proposals for service development need to be undertaken in time for the commencement of the third term in October 2017 and will therefore need to be an item scheduled for consideration then.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 Not requested for this report.

Borough Treasurer

- 6.2 The Borough Treasurer is satisfied there are no significant financial implications arising from the recommendation in this report, the amount of works ordered through this contract is subject to the relevant highway budgets.

Equalities Impact Assessment

- 6.3 Not applicable.

Strategic Risk Management Issues

- 6.4 Addressed in the report.

7 CONSULTATION

Principal Groups Consulted

7.1 Not applicable.

Method of Consultation

7.2 Not applicable.

Representations Received

7.3 Not applicable.

Background Papers

None.

Contact for further information

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Bracknell Forest Council Highway Maintenance Term Services Contract

Annual General Meeting 28th March 2017

Contractors Annual Report Prepared by
David Gibby – Regional Director, Ringway Infrastructure Services

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Section 1: Introduction

Section 2: Highlights from 2016

Section 3: Strategic Performance Indicators

Section 4: Areas of Challenge and Opportunity for 2017

Section 1: Introduction

This report has been prepared in accordance with Section C sub section 7 of the Bracknell Forest Council Highway Maintenance Term Services Contract Service Information, Management of the Service and Functions of the Strategic Board. The Board meets quarterly and it is a requirement that the meeting which falls in the second quarter of the Contract Year constitutes an Annual General Meeting (AGM). The AGM receives an Annual Report from the Contractor to summarise performance in the previous year and to propose high level objectives for the period to come.

The Contract for the provision of Highways Term Services was awarded to Ringway in March 2014 with the Contract itself commencing in October of the same year. As incumbent provider at the time, Ringway was delighted to have re-secured the term services contract including for the first time the provision of street lighting maintenance. The Contract duration is seven years with options to extend by a further seven subject to satisfactory performance and agreement. The value of the Contract is approximately £10 million per annum.

The scope of the Contract covers the full range of routine, cyclic and emergency response services, plus a proportionately significant capital project delivery programme designed to enhance the local highway asset and improve infrastructure.

The following table indicates the total spend during the first 2 years of the Contract, subdivided by work type.

Table 1 – Total Spend

Bracknell Forest Revenue by Work Type October 2014 - September 2016

BFC Work Type/Coding	BFC Work Type Description	RIS WBS	RIS WBS Description	Total Oct 2014 - Sept 2015	Total Oct 2015 - Sept 2016
HMEC		5286.1400000.01	Emergency Works	156,697	130,660
HMWS	HM: Winter Service	5286.1400000.02	Winter Maintenance	216,542	167,954
HMFR	HM: Footway Repairs	5286.1400000.03	Footway Repairs	40,971	634
HMVR	HM: Verge Repairs	5286.1400000.04	Verge Repairs	2,935	988
HMCRCR	HM: Carriageway Repairs	5286.1400000.05	Carriageway/Patching	484,874	503,973
BWRW	BW: Revenue Works	5286.1400000.06	Bridge Maintenance	55,580	76,207
HMPH	HM: Pot Hole Repair	5286.1400000.07	Pothole Repairs	62,072	62,876
HMDR	HM: Drainage Revenue works	5286.1400000.08	Drainage/Gully Emptying	365,713	381,526
HMFBC	HM: Fences and Barriers	5286.1400000.09	Fencing & Barrier Works	22,325	55,854
HMSL	HM: Signs, Lines & Studs	5286.1400000.10	Roadmarking & Signs	128,455	145,859
HMOW	HM: Other Works	5286.1400000.11	Minor Maintenance	147,368	52,661
HMVA	HM: Vehicle Access	5286.1400000.12	Vehicle Access	80,383	99,987
HMLC & HMTM	HM: Lane Closure & HM Traffic Management	5286.1400000.13	Lane Closures & TM	23,950	65,441
HMLS	HM: Lump Sum	5286.1400000.14	Annual Management Costs & Other	235,265	209,785
EWEC & EWIT	EW: Electrical Emergency Call Outs & EW: Inspection & Testing	5286.1420000	Street Lighting Routine Works	312,610	304,566
EWCW	EW: Capital Works	5286.1430016	Street Lighting Schemes < £20k	192,577	153,724
Other	RIS = Schemes/Works < £20k	5286.1400001	Street Lighting Capital Works	480,000	546,465
Other	Capital Works + Works > £20k	Individual WBS per works	Schemes < £20k	624,479	609,292
Other	Surfacing/Slurry Sealing	Individual WBS per works	Capital Works + Works > £20k	3,682,101	3,717,699
Other	Town Centre Regeneration Works	Individual WBS per works	Surfacing/Slurry Sealing	1,546,403	1,766,656
			Bracknell Regeneration	0	2,553,160
			TOTAL	8,861,300	11,605,967

Section 2: Highlights 2016

After a very successful first year of the new Contract I am pleased to say that the second year has also been highly successful in what continues to be a very challenging environment. The pressures on public spending continue at a time when it is now recognised that traffic and congestion is increasing across the UK and is now at record levels. In a vibrant economy like Bracknell this places ever greater pressure on the highway network. At the same time the expectations of the public have probably never been greater.

Despite the challenges, delivery standards have been maintained and all programmes of work delivered. More specifically, all strategic performance indicators for the Contract have been achieved (see Section 3). This is a credit to everyone involved with the Contract, a great testament to the strong Client Contractor relationship and an exemplary example of the benefits of collaboration and partnership working.

Chris Edwards has been in post as the Divisional Manager since September 2015 and thus this has been his first full year running the Contract for Ringway. Following a restructuring of the Ringway Infrastructure Services business I have taken over as the Regional Director responsible for the Bracknell Contract. I am pleased to be back! Together Chris and I have looked at the organisation structure required for the delivery of the service in Bracknell and proposed some changes which I am pleased to say were endorsed by the partnership board (see Section 4 for the current organisation chart).

The core service within the Contract is clearly the day-to-day maintenance of the highway network including the critical out of office hours' emergency and winter service. This is funded from the revenue budget with overall expenditure levels remaining similar in the second year of the contract to the first. The second year of the contract has however seen the start of the Town Centre Regeneration Project which has significantly increased the capital expenditure. This additional revenue is very welcome and has enabled us to take on additional resources at a supervisory and administrative level. From a Ringway point of view the challenge will of course be to maintain this level of turnover going forward so that we can sustain the increased resources.

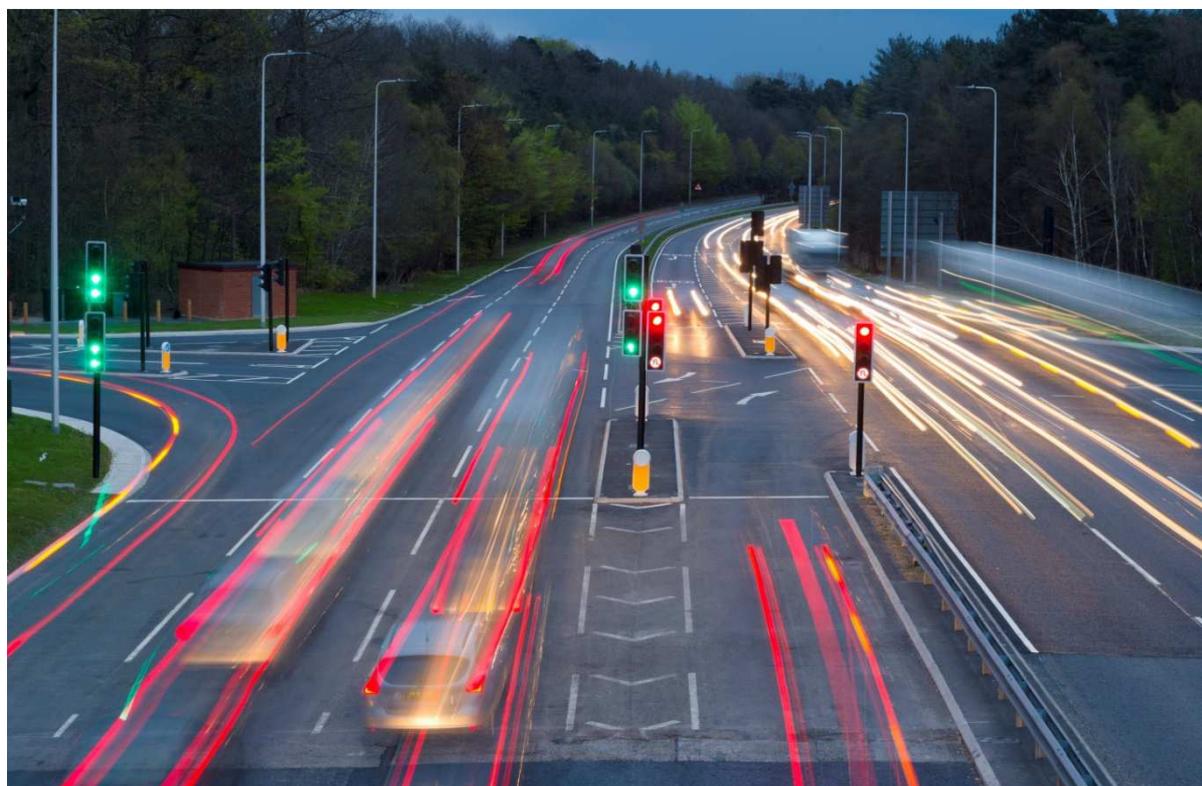
Following the significant capital investment in the first year of the Contract the expenditure has inevitably been less this year. Nevertheless, we have seen the arrival of a new MEWP for street lighting works and the replacement of some of the 3.5T vehicles delivering the highway works. We have also undertaken some improvements to the office layout and completed the plans for improvements to the parking arrangements at the Commercial Centre.

Whilst all the work we do together on the Contract is important I would highlight three particular projects from 2016:

- The Coral Reef Highway Scheme and A322 Bagshot Road resurfacing
- The LED street lighting project
- Town Centre Redevelopment works

The Coral Reef roundabout was one of the main 'gateways' into Bracknell – certainly from the south side - and the A322 Bagshot Road is one of the busiest on the network. The scheme to replace the roundabout with a signalised junction and the strengthening of a section of the Bagshot Road were therefore critically important, in terms of their timing and programming, because of the potential impact on the highway network.

Working together with the Client the schemes were very carefully designed and planned exemplifying the partnership approach and team work that exists in Bracknell. We were also able to draw on the wider expertise available to Ringway through our Group. JLUK, our pavement laboratory and asset management consultancy were able to assist with the pavement designs, Eurovia undertook the surfacing work and LINC (our street lighting consultancy) were able to help with the street lighting - which was the first major LED installation we undertook for Bracknell. Of course, we must also recognise the work done by Kevin Bunday and his team and our colleagues from Bracknell Council. The photograph below shows the completed scheme.



Last year also saw the commencement of the LED street lighting replacement project following the Council being successful in securing funding for this 'Invest to Save' project. Once again close collaboration was essential to ensure the project was ready to commence on the revised start date of August 2016. LINC were again involved and through the 'buying power' of the Vinci Group we could procure additional discounts on the cost of the equipment.

Perhaps the only disappointing aspect of planning this work was the difficulty in meeting the demands of the auditor. Working closely with Anthony Radford-Foley and his colleagues we are still working together to address issues they have raised. In the meantime Kevin Stephens and his team are progressing very well with the installation, starting on the A road network.

As reported last year, in collaboration with the Bracknell Client, we have entered a contract with the Bracknell Redevelopment Partnership to deliver approximately £4 million of highway infrastructure improvements directly associated with the multi-million pound town centre retail development. Works include several improvements designed to enhance access and egress to the new site. We are working collaboratively with the Council and the other parties to complete the works in time for opening in mid-2017. It is a major project which has presented some problems because of the number of other parties involved.

I think it is fair to say that once again the value of the relationship between the Bracknell Client and Ringway has been demonstrated and our aspects of the project have been delivered to programme and the high quality of the workmanship is evident. The photograph below is of Station Green with the new lighting and pavement providing an attractive link from the railway and bus station to the town centre.



Section 3: Strategic Performance Indicators

Table 2 below summarises the Strategic KPI performance during the second year of the Contract. It is pleasing to see that again this year all KPI's have been achieved in accordance with the requirements of the Contract. These performance targets are used to help determine whether an extension might be offered and Ringway would like to formally apply for the appropriate extension please. Of particular note is the excellent Health & Safety performance.

Table 2 – Strategic KPI's October 2015 – September 2016



HIGHWAYS MAINTENANCE AND WORKS CONTRACT 2014 - 2021



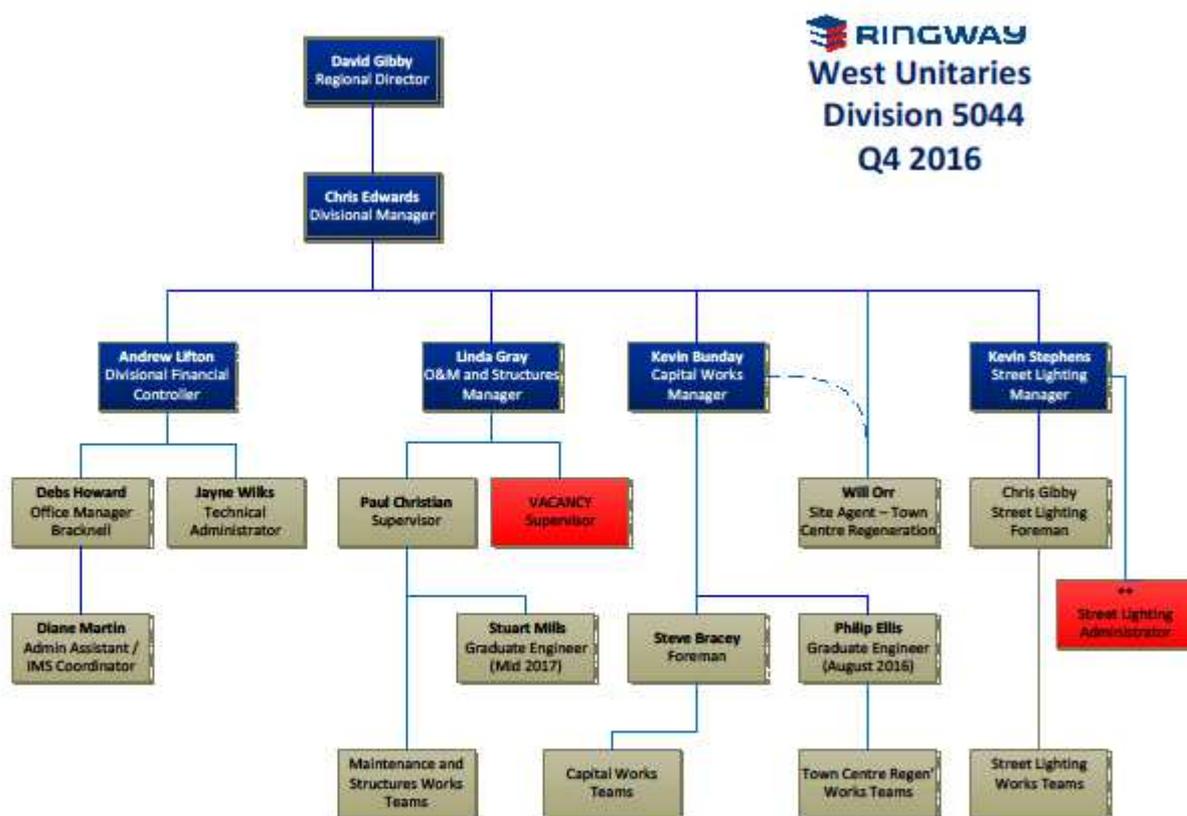
Monthly KPI Report Sheet - Year 2 **(END OF YEAR)**

KPI	Comments	Monthly Score	YTD Score	Target Score	Current Status
1. Time Certainty	Total 4365 Orders, 484 timed out	98.52%	90.86%	90%	
2. Right First Time	No remedial in month.	100.00%	98.68%	90%	
3. Cashable Savings	£10,000 cashable / non cashable savings per year measured cumulatively for the term to date. Total for the Contract Period to be a minimum £70,000. The total for the contract to date is circa £32,601 . Cashable savings from the cyclic TM programme and station green fill material in the current contract year is £17,601 .	£0.00	Savings £17,601	£10,000 per annum	
4. Client Perception	**Link was unavailable to client during June 2016**	83.89%	82.76%	75%	
5. Winter Maintenance 1	All routes to commence within one hour of receipt of request to mobilise.	N/A	100%	95%	
6. Winter Maintenance 2	All routes completed within three hours for the one mobilisation during February. (10 routes in all)	N/A	100%	100%	
7. Street Lighting		99.45%	98.99%	98%	
8. Gully Clearance	Pro Rata Programme = 8.3% per month (Oct 8.3%, Nov 16.6%, Dec 24.9%, Jan 33.2%, Feb 41.5%, March 49.8%, April, 58.1%, May 66.4%, June 74.7%, July 83%, Aug 91.3%, Sept 100%)	No monthly score	100.00%	95%	
9. Health & Safety	One telephone cable service strike in June, GAS main damage in August	0	2	8 or less	
10. Emergency Call Outs	Paper records of all callouts are available for inspection. To date, all responses have been within the required timescales with exception of 3 gully callouts not completed in 24 hours in June.	100.00%	99.54%	95%	
11. Traffic Management	Total ytd - 1753 Permits granted, 13 FPNs		0.74%	4%	

Section 4: Areas of Challenge and Opportunity for 2017

I believe the main challenge is to continue to deliver a high quality service in partnership with the Bracknell Client. For the reasons outlined in Section 1, with the increasing financial pressures, growth in traffic and public expectations this is not going to get any easier! It is vitally important that we sustain the excellent relationship between our staff and ensure they work together and enjoy what they do. From a Ringway perspective the larger capital schemes give an added interest and job satisfaction and have provided great experience to some of our graduates. We therefore would like to develop a pipeline of further capital schemes to follow on from the Town Centre Regeneration Scheme. We also recognise that we need to move faster to adopt new technology and will be deploying our mobile workforce solution in 2017. This will bring benefits to both Ringway and the Client.

We also need to plan for the longer term and our revised organisation structure (shown below) has been set up with this in mind. Unfortunately, we have been having difficulty in recruiting for the vacant Supervisor position which is perhaps a reflection of the skills shortage that the industry in general faces and the strong local economy and low unemployment levels in Bracknell. We are also looking at succession planning which I would suggest is an issue to be considered by both sides of the partnership. We need to plan accordingly and above all else we do not want to lose the very strong and successful partnering ethos and culture that has been built up over many years of the two organisations successfully working together.



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**TO: ENVIRONMENT, CULTURE & COMMUNITIES OVERVIEW & SCRUTINY PANEL
11 JULY 2017**

**THAMES BASIN HEATHS SPECIAL PROTECTION AREA INCOME AND SPENDING
Director of Environment, Culture & Communities**

1 PURPOSE OF REPORT

1.1 To inform the Panel of:

- How the individual components which make up the Suitable Alternative Natural Greenspaces (SANGs) contributions are spent including the Council's pump priming programme; and
- The operation of finances regarding Strategic Access Management and Monitoring (SAMM) measures.

2 RECOMMENDATION(S)

2.1 **That the Panel notes the content of this report.**

3 REASONS FOR RECOMMENDATION(S)

3.1 To provide Members with factual information regarding the spending of money to mitigate the impact of development upon the integrity of the Thames Basin Heaths Special Protection Area (SPA).

4 ALTERNATIVE OPTIONS CONSIDERED

4.1 No alternatives considered as this report is a response to a request for information by the Panel.

5 BACKGROUND

5.1 The Thames Basin Heaths Special Protection Area (SPA), which cover parts of Surrey, Hampshire and Berkshire, comprise a rare example of lowland heathland. It is home to three important bird species, (the Dartford Warbler, the Nightjar and the Woodlark). The SPA is protected by international law (the EU Birds Directive and the EU Habitats Directive), national legislation (the Conservation of Species and Habitats Regulations 2010 (as amended)) and by planning policy as a 'Special Protection Area' (SPA). The heaths, and the birds that nest and breed there, are easily disturbed by people and their pets.

5.2 To comply with legislation the Council must ascertain that any development in Bracknell Forest would not harm the integrity of the SPA either by itself or in combination with all other developments in Bracknell Forest and in the other 11 local authorities affected by the SPA.

5.3 A Habitats Regulations Assessment is undertaken on all relevant planning applications (and development plans). This involves:

- Predicting the likely effects of the development;
- Assessing whether the predicted effects are likely to have an adverse effect on the integrity of the SPA;
- Proposing avoidance and mitigation measures; and
- Consulting conservation bodies, where required.

5.4 To mitigate the impact of residential development within a zone extending between 400 metres and up to 7 kilometres from the edge of the SPA the Council has produced the Thames Basin Heaths Special Protection Area Avoidance and Mitigation Supplementary Planning Document (SPASPD) (2012) which sets out a two-pronged strategy:

- Provision of Suitable Alternative Natural Greenspaces (SANGs), new or upgraded existing open space to divert recreation activity away from the designated SPA.

Unrestricted

- Payment of Strategic Access Management and Monitoring (SAMM) contributions - financial contributions paid by developers to Natural England which are spent on matters such as wardening the SPA and monitoring the SPA Strategy across the region.

SANGs

- 5.5 The Council facilitates some residential development by providing access to its own SANGs. Individual SANGs have catchment areas and therefore a development needs to be within a specific distance of the SANG in order to use it for mitigation. SANG capacity is a finite resource and is particularly under pressure in the north of the Borough where there tends to be a higher level of residential development.
- 5.6 There are two types of SANGs:
- Strategic SANGs which are open space land which is owned / managed by the Council and to which developers pay financial contributions towards their enhancement to SANG status and long term management. These are mainly for smaller schemes or urban developments which cannot realistically provide their own land for SANGs.
 - Bespoke SANGs which are new open spaces provided mostly by large developments where the developer upgrades part of the land to SANG status and then usually transfers the SANG land to Council ownership with maintenance sums to guarantee its long term management.

The Strategic SANGs

- 5.7 The Strategic SANGs are currently all either Council owned or maintained open spaces and are located throughout the Borough. Developments pay for their upgrade, use and maintenance through a combination of s106 agreements and the Community Infrastructure Levy (CIL). There are six Strategic SANGs in operation, these are:
- The Cut Countryside Corridor (Warfield) to which relevant developments within 5km can make a financial contribution.
 - Englemere Pond (Winkfield) which also has a catchment of 5km.
 - Longhill Park Group/Lilly Hill Park (Winkfield) with a 5km catchment. This SANG is used for developments associated with the Town Centre planning permission and sites allocated in the Site Allocations Local Plan (SALP).
 - Ambarrow Hill/Court (Sandhurst) with a 4km catchment.
 - Shepherd Meadows (Sandhurst) with a 5km catchment.
 - Horseshoe Lake (Sandhurst) with a 4km catchment.
- 5.8 There are further Strategic SANGs to come forward which include Great Hollands Recreation Ground and Popes Meadow. These should be ready to receive contributions within two to three years.
- 5.9 Each Strategic SANG has a Management Plan which has been agreed with Natural England and details the open space works required to enhance each piece of land to full SANG status. Such works are carried out on an incremental basis which includes measures such as new footpaths, planting, signage, interpretation boards and bins.
- 5.10 The funds are secured incrementally by each development through a combination of s106 obligations and the CIL. The level of the financial contribution depends upon the number of dwellings in the scheme and the number of bedrooms they contain. The sum is calculated using the individual amounts per bedroom as set out in Table 1 of the SPASPD.
- 5.11 The mitigation amount for Strategic SANGs is divided into four fund categories and placed into four separate accounts. Officers meet on a monthly basis to operate the strategy and ensure the funds are managed appropriately and in a timely manner. Twice a year, officers meet with two Executive Members and Senior Managers to report on the strategy and finances. The following table explains each fund category:

Unrestricted

Fund Category		Open Space Enhancements	In Perpetuity Maintenance	Admin and Education	Facilitation
Percentage of mitigation amount per dwelling		9.5%	60%	4.5%	26%
Source of Mitigation		CIL	S106	S106	S106
Purpose		To upgrade each Strategic SANG to SANG status through incremental blocks of open space project works	To maintain the Strategic SANG for a period of 125 years	To provide administration support and to fund educational projects such as SANG awareness and the need to protect the SPA	To keep the strategy operational which can include measures such as strategy review, land purchase, pump priming open space enhancements and staff salary.
Accounts (Total amounts up to April 2017 since the start of strategy in 2007)					
Income received	£2,974,319.01	£361,381.00	£1,581,758.00	£258,499.00	£772,681.01
Income spent	£978,302.27	£361,349.53	£122,850.00	£143,768.95	£350,333.79
Income to be spent	£1,996,016.74	£31.47	£1,458,908.00	£114,730.05	£422,347.22
Comments		All Open Space Enhancements are carried out in a timely manner on a rolling basis for each Strategic SANG. Because it cannot be projected when and how much CIL and s106 will be received, the Council operates a pump priming project to carry out the necessary works. Therefore when CIL money is transferred it repays money borrowed from the Facilitation account. It should be noted that most of the income was secured by s106 before the start of CIL. The money is now taken from CIL which to date, has cost £53,682 from the overall CIL income of around £4 million.	This fund has the largest amount because it is needed to fund on-going maintenance over a very long period of time. This fund also has to accrue interest to ensure there is enough money to maintain the Strategic SANGs over a very long time. The Council has now been operating the fund for a number of years so it has accrued a sizable amount. This account has therefore started to be drawn down upon for maintenance and Ranger salaries.	Before the SAMM project was established, applied some contributions by commissioning an SPA education project. Berks, Bucks and Oxon Wildlife Trust carried out the Heathland Education Project over three years. This project targeted heathland and fire awareness in schools within 1km of Wildmoor Heath, part of the SPA. Between 2013 and 2016, the project educated just over 800 children. The Thames Basin Heaths Partnership has now taken on responsibility for education on the SPA. Any new or unspent income will be spent on the Biodiversity Officer salary and general administration.	The draw down on this fund is twofold at present: 1. Senior Environmental Policy Officer (planning) salary. 2. Borrowed money to pump prime Open Space Enhancements works. This is achieved through Officers developing projects with sizable blocks of works which can contain relatively minor works (e.g. £2,000 worth) or more major projects such as the £50,000 spent on footpaths at Englemere Pond. All works operate within normal procurement rules and delegated authority to spend up to £150,000 per year on such projects.

Bespoke SANGs

- 5.12 Normally Bespoke SANGs are large new open spaces which are provided by developers within larger development schemes for example, the Berkeley Homes schemes in Warfield, Amen Corner North, Blue Mountain and the Transport Research Laboratory. All of these are providing land which will be upgraded by the developers to SANG status in line with agreed SANG Management Plans. Once they are upgraded and any snagging works undertaken to the satisfaction of the Council these SANGs will be transferred to Council ownership. Each will be transferred with a large commuted sum payment for the in-perpetuity maintenance (125 years). These sums once received will be either ring-fenced for each Bespoke SANG or placed into the In-Perpetuity Maintenance fund category as described in the table above. This ensures that the quality of the SANGs will not deteriorate over time for the benefit of existing and future residents and to ensure that they continue to provide effective mitigation.

Strategic Access Management and Monitoring (SAMM)

- 5.13 All developments make financial contributions towards SAMM measures which are calculated on a per bedroom basis and secured in S106 Agreements. Contributions are based on an average contribution across the region of £630 per dwelling. Some dwellings pay more or less than this based on the number of bedrooms they contain as set out in Table 1 of the SPASPD. These contributions are received by the Council and then transferred quarterly to Hampshire County Council (the Administrative Body) to spend in accordance with a legal agreement signed in 2011 by the Council, Natural England and the other local authorities affected by the SPA. The project is overseen and administered by the Joint Strategic Partnership Board (JSPB).
- 5.14 The JSPB is a cross-authority group which is made up of elected members representing the 11 Local Planning Authorities covered by the Thames Basin Heaths delivery framework as well as representatives of Hampshire and Surrey County Councils. Cllr Turrell is the elected representative for Bracknell Forest. The Board is advised by a number of bodies including Natural England, Crown Estates (as a major landowner), Forestry Commission (as a major landowner), Ministry of Defence (as a major landowner), a representative of the housebuilding industry, representatives of non-governmental nature conservation interests, a representative of non-governmental recreation and access interests, a representative of the financial manager. The JSPB is responsible for ensuring the delivery of the avoidance and mitigation measures as set out in the delivery framework.
- 5.15 The SAMM Project is hosted by Natural England on behalf of the JSPB and is responsible for delivering the access management, other mitigation and monitoring elements of the delivery framework. This includes the provision of access management wardens on the SPA, and a combination of in-house and commissioned monitoring work to ascertain the level of change in recreation patterns on the SPA and SANGs as well as the population levels of the birds for which the site is designated. The work of the SAMM project is overseen by the JSPB who also approve the project's annual budget.
- 5.16 With regard to the SAMM spending processes, the Administrative Body pay 70% of the SAMM income into an endowment account and 30% into a current expenditure account. The SAMM Project Manager forwards to the Administrative Body an invoice for the amounts it requires to meet its Project Current Expenditure during the preceding Quarter. This expenditure must be in accordance with the budget agreed by the JSPB for that year. For any major expenditure or for any significant changes to the budget further approval is required from the JSPB. The projects the contributions are spent on are:
- Salaries for wardens on the SPA designated land.
 - SANGs Visitor Surveys.
 - TBH Partnership website.
 - Launching 'Heathland Hounds' which is a dog owner focused initiative which is intended to provide another mechanism for promoting positive behaviour specifically on the SPA.

Unrestricted

- Taking on the schools education project previously delivered by BBOWT with funding from Bracknell Forest Council.
- Automatic people counter installation.
- Car park counts.

5.17 At the end of the financial year 2016/17 a total £1,205,149 had been received by the SAMM project from developers in Bracknell Forest who have implemented residential schemes which have triggered the s106 obligations to make a SAMM contribution. The total income to-date from all authorities (including ours as above) was £4,155,215 up to April 2017.

Background Documents

Thames Basin Heaths Special Protection Area Avoidance and Mitigation Supplementary Planning Document (SPASPD), 2011.

Contact for further information

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**TO: ENVIRONMENT, CULTURE & COMMUNITIES OVERVIEW & SCRUTINY PANEL
11 JULY 2017**

**BRACKNELL FOREST BOROUGH LOCAL PLAN UPDATE
Director of Environment, Culture & Communities**

1. PURPOSE OF REPORT

- 1.1 The Local Plan sets out policies and proposals for the development and use of land in an area taking account of social and environmental factors. It comprises Development Plan Documents (DPDs) that form part of the statutory development plan. Supplementary Planning Documents (SPDs) can also be produced which provide further interpretation of the implementation of policies set out in a DPD. The policies in these documents are used in the assessment of planning applications.
- 1.2 This report summarises the position on the Local Plan, and provides an update following the previous report in March 2017. The programmes for the various documents under preparation are set out in the adopted Local Development Scheme (November 2016) which was updated from the 2015 version to include the programme for the joint Mineral and Waste Local Plan.

2. RECOMMENDATION(S)

That the Panel notes the documents that currently form the Bracknell Forest Local Plan, and documents that are under preparation.

3. REASONS FOR RECOMMENDATION(S)

- 3.1 To advise the Panel of adopted documents and progress being made on those that it is hoped will eventually form part of the Bracknell Forest Local Plan.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5. SUPPORTING INFORMATION

Documents that have been finalised

- 5.1 The Bracknell Forest Local Plan comprises a number of documents. The Core Strategy (February 2008), the Site Allocations Local Plan (SALP) (July 2013) and the Bracknell Forest Borough Local Plan (BFBLP) (January 2002) are the main adopted documents that help form the development plan for the area. The Core Strategy sets out the overarching strategy for the area, including a figure for housing growth (although this is not based on an objective assessment of housing need). The SALP allocates sites to meet the Borough's development requirements, particularly for housing. The BFBLP contains a number of 'saved' policies that remain in effect for the purposes of managing development in the Borough.

- 5.2 In addition to the documents referred to above, there are Minerals and Waste DPDs and a number of SPDs. A list of the Council's adopted documents is set out in Appendix 1.

Documents that are under preparation or planned

- 5.3 The Local Development Scheme (LDS) is a three-year project plan (2015 – 2018), which sets out time scales for the preparation of planning documents. The most recent version was approved by Executive on 23 June 2015.

Comprehensive Local Plan

- 5.4 The LDS states that the Council is intending to produce a Comprehensive Local Plan (CLP). The CLP will take the form of a single document, comprising three parts. The first part will relate to background and context, the second part to strategic matters (for example overall requirements on housing, employment etc, and any associated allocations), and the third part will relate to Development Management (DM) policies.

- 5.5 The scope of the CLP was described in the previous update report. The early stage Issues and Options consultation closed on the 25th July. Responses were received from around 80 individuals and organisations with around 1,000 individual comments made in their responses. The consultation responses are currently being summarised and analysed and they will inform the preparation of the preferred option to be published in 2017. The comments made will be reported along with officers' responses and recommendations when the draft preferred option is considered.

- 5.6 Table 1 below sets out the intended programme for the preparation of the CLP.

Table 1 – Timetable for the Comprehensive Local Plan

Stage	Target Date	Status
Notification of bodies/persons of intention to prepare a plan, Sustainability Appraisal scoping, evidence gathering and preparation of consultation documents	June 2015 - June 2016	Completed
Issues and Options consultation	June/July 2016	Completed
Publication of SHELAA for comments	Nov/Dec 2016	Completed
Further evidence and analysis / produce draft document	July 16 - July 2017	Programmed
Draft Plan consultation	September/October 2017	Programmed (likely to be November / December 2017)
Publication (6 weeks)	February/March 2018	Programmed
Consideration of representations	April - June 2018	Programmed
Submission	July 2018	Programmed
Pre-Examination Meeting/Examination/Hearing/ Inspectors Report	August - December 2018	Programmed
Report to Council/Adoption	February 2019	Programmed

Progress on the Evidence Base

5.7 The Council is currently preparing a wide range of evidence studies which will support the formulation of policies within the CLP and decision making on planning applications. It is important that the evidence base is prepared in accordance with the National Planning Policy Framework and National Planning Practice Guidance. A summary of the strategic evidence studies which are being undertaken is set out below:

- *Strategic Housing Market Assessment (SHMA)* – this sets out the relevant ‘housing market areas’ (HMAs) within the study area and the objective assessment of housing needs (OANs). It considers the need for all types of housing (including affordable) and for different groups (older people, students etc). It also identifies an appropriate mix and tenure for the plan period. The Council has worked with the other Berkshire Authorities and the consultant (GL Hearn) on the SHMA which has now been finalised.

The report suggests two HMAs within Berkshire:

- Western HMA: comprising West Berkshire, Reading Borough, Wokingham Borough and Bracknell Forest, and
- Eastern HMA: comprising Slough Borough, Royal Borough of Windsor and Maidenhead, plus South Bucks.

Following completion of the work, the Council now needs to undertake further work on constraints, spatial distribution and the allocation of sites to meet the needs of the Borough to 2036. This will be informed by ‘land availability’ work.

- *Strategic Housing and Employment Availability Assessment (SHELAA)* – In order to identify sites to be allocated for development in the Local Plan the Council prepares a SHELAA. This is a record of sites submitted by interested parties (generally landowners and developers) for potential development. It is an essential piece of technical evidence to support the Local Plan process. The SHELAA includes an assessment of the availability, suitability and achievability of each site for possible development. It does not allocate sites for development and is not a statement of Council policy. As set out in Table 1 above the draft SHELAA was published for comment in November 2016 following completion of visits to, and assessments of, the sites. The consultation ran up to 19 December 2016. 245 responses were received which are now being summarised and analysed.
- *Gypsy and Traveller Accommodation Assessment (GTAA)* - this study looks at the level of need for pitches/plots within the Borough. A further piece of work that takes account of changes in national policy documented in ‘Planning Policy for Traveller Sites’ (August 2015) has been commissioned and the first draft report is currently being reviewed.
- *Functional Economic Market Area (FEMA)* - the FEMA looks at the geographical extent of the local economy and its key markets. In summary, it suggests that Bracknell Forest falls within a FEMA which includes Wokingham Borough, Reading Borough, Royal Borough of Windsor and Maidenhead and Surrey Heath. It is available to view on the Council’s web site¹. The Berkshire FEMA report has been finalised, and has been published alongside the SHMA.

¹ Comprehensive Local Plan evidence base:
<http://www.bracknell-forest.gov.uk/evidencebaseforcomprehensivelocalplan>

Bracknell Forest is in a Central Berkshire FEMA with Wokingham Borough, Reading Borough and the Royal Borough of Windsor and Maidenhead.

- *Economic Development Needs Assessment (EDNA)* - work has been completed on the Central Berkshire EDNA. This work was led by the Thames Valley Berkshire Local Economic Partnership and was jointly commissioned by them and the six Berkshire unitary authorities. The final report has now been published alongside the FEMA.
- *Landscape Character Study* - LUC were appointed in December 2014 to undertake a number of pieces of landscape related work. The work has been carried out in two parts:
 - Stage one: Landscape Character Assessment (LCA) of the Borough (excluding land within settlements).
 - Stage two: a 'recommendations report', which sets out LUC's recommendations on the approach to be taken on landscape designation policies, 'gaps', and Green Belt village boundaries (from a landscape character perspective).

The Landscape Character Assessment has now been completed and is being used by Officers in determining planning applications. Further, more detailed, landscape work on potential allocation sites is being undertaken.

- *Sustainability Appraisal/Strategic Environmental Assessment (SA/SEA)* – this process runs alongside the preparation of a Local Plan, and is an on-going iterative process, it considers environmental, economic and social matters, A focused consultation has taken place on the SA/SEA scoping and ended on 31 July 2015. Regulations require that the Council consults certain bodies (these are Historic England, Natural England and Environment Agency). The purpose of this is to agree the methodology and collate the information needed to carry out the appraisal/assessment. Comments were received from all three statutory consultees. The draft Scoping Report has now been finalised taking into account the comments received. SA/SEA review of draft policies is being carried out in preparation for the preferred option document.
- *Green Belt Review* – Consultants Amec were appointed jointly with Wokingham BC to carry out this work across both Boroughs which will involve an assessment of the Green Belt against the five purposes set out in the NPPF:
 - To check the unrestricted sprawl of large built-up areas
 - To prevent neighbouring towns from merging into one another
 - To assist in safeguarding the countryside from encroachment
 - To preserve the setting and special character of historic towns
 - To assist in urban regeneration, by encouraging the recycling of derelict and other urban land

Focused consultation (on the methodology for assessing land parcels, and land parcel definition) with Parish/Town Councils within the two authorities and adjoining District/Borough/County Councils took place between 1 February and 15 February 2016 (Members were notified of the consultation by email on 29 January).

The review has been completed and published. It does not allocate sites and does not propose any significant changes to the Green Belt boundary.

- *Strategic Flood Risk Assessment (SFRA)* –JBA were appointed and have produced a first draft report which is currently being finalised.
- *Development Viability* – BNP Paribas have undertaken a viability assessment of a number of different site types and sizes in different areas of the Borough. This will provides a high level overview of residential viability for the various types and locations of site listed in the SHELAA. The first draft of their report has been checked and the final version is being prepared.

Joint Minerals and Waste Local Plan

- 5.8 It has been agreed that a joint Minerals and Waste Local Plan will be produced with Reading Borough Council, Wokingham Borough Council, and the Royal Borough of Windsor and Maidenhead. Hampshire County Council has been selected to carry out the work and have produced a timescale for its production. A presentation on the process for producing the Plan was made to Councillors and officers from the commissioning authorities on 22nd November 2016 in Reading. A call for sites was carried out early in 2017. Consultation on Issues and Options for the plan started on 9 June 2017 and runs for 6 weeks ending 21 July 2017. It is intended to produce a draft plan in 2018, publish the Plan and consult on its soundness in 2019 and hold the public examination and adopt the Plan in 2020. The programme will depend on the partner authorities all taking key stages of the Plan through their decision making processes.

Background Papers

Bracknell Forest Borough Local Development Scheme: November 2016:

<http://www.bracknell-forest.gov.uk/local-development-scheme-2016-to-2019.pdf>

Contact for Further Information

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APPENDIX 1

Local Planning Documents Update

ADOPTED DOCUMENTS

Development Plan Documents

Available to view: <http://www.bracknell-forest.gov.uk/developmentplan>

Core Strategy DPD

- A high level document containing the Council's long-term aspirations for the Borough, and policies to guide and manage development in Bracknell Forest until 2026.
- Adopted February 2008

Site Allocations Local Plan

- Implements the adopted Core Strategy. Identifies sites for future housing development, ensures that appropriate infrastructure is identified and delivered alongside new development and revises certain designations on the Policies Map.
- Adopted July 2013

Bracknell Forest Borough Local Plan

- Some of the policies have been replaced by the adopted Core Strategy and adopted Site Allocations Local Plan. However, many were 'saved' by the Secretary of State beyond 27 September 2007 and remain in effect.
- Adopted 2002

Bracknell Forest Borough Policies Map

- Shows Core Strategy, Site Allocation Local Plan designations and Saved Policies from the Bracknell Forest Borough Local Plan.
- Adopted July 2013

Binfield Neighbourhood Development Plan

- The Binfield Neighbourhood Plan was prepared and written by Binfield Parish Council.
- Following a successful independent examination and a majority voting in favour of making the Plan at a local referendum on 3 March 2016, the Neighbourhood Plan was brought into legal force by the council on 20 April 2016.

Replacement Minerals Local Plan

- The plan intends to ensure that minerals were extracted in the right place to 2006 and that there are enough planning permissions for a further seven years. The plan also contains a number of Development Management Policies.
- Adopted May 2001

Waste Local Plan for Berkshire

- The plan has policies for waste management development and ensures that waste development is in the least environmentally sensitive locations.
- Adopted December 1998

Supplementary Planning Documents

Available to view: <http://www.bracknell-forest.gov.uk/spds>

Designing for Accessibility SPD

- Provides guidance on making development accessible, including for disabled and other less mobile people.

- Adopted at the 20 June 2006 Executive meeting.

Parking Standards SPD

- Contains guidance on parking requirements for residential and other forms of development.
- Adopted at the 16 March 2016 Executive meeting.

Design SPD

- Contains general principles and more detailed guidance (with illustrations) on design for all scales of development from major schemes to the design of residential extensions.
- Adopted at Executive meeting March 2017.

Sustainable Resource Management SPD

- Provides guidance on renewable energy, climate change, efficiency and sustainable construction in relation to Core Strategy policies.
- Adopted at the 21 October 2008 Executive meeting.

Amen Corner SPD

- Provides guidance for planning applications in respect of a comprehensive mixed use development on land at Amen Corner South which was agreed through the Core Strategy and allocated through the Site Allocations Local Plan.
- Adopted at the 16 March 2010 Executive meeting.

Character Area Assessments SPD

- Defines the character of specific areas in the Borough and interprets Core Strategy policy.
- Adopted at the 16 March 2010 Executive meeting.

Streetscene SPD (and Annex relating to Highway Guide for Development)

- Contains design guidance for streets and other public spaces in residential developments.
- Adopted at the 29 March 2011 Executive meeting.

Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy SPD

- Explains how negative impacts of residential development on a special protection area for rare birds will be avoided and mitigated.
- Adopted March 2012.

Warfield SPD

- Provides guidance for planning applications in respect of a comprehensive mixed use development on land at Warfield (formerly known as land North of Whitegrove and Quelm Park). The area was agreed for development through the Core Strategy and the land was allocated through the Site Allocations Local Plan.
- Adopted February 2012.

Planning Obligations SPD

- Replaced the Limiting the Impact of Development SPD which has now been withdrawn.
- Takes account of the changes to developer contributions arising from the introduction of CIL.
- Adopted April 2015.

Community Infrastructure Levy (CIL)

- The CIL is a charge on new development payable to Bracknell Forest Council to deliver infrastructure needed to support new development.
- Commenced charging CIL 6 April 2015.
- <http://www.bracknell-forest.gov.uk/cil>

DOCUMENTS UNDER PREPARATION

Development Plan Documents

Comprehensive Local Plan

- To include a vision, objectives, and strategy for the level and distribution of development in the Borough up to 2036, including housing, economic and retail development and new infrastructure;

Policies will relate to:
 - development within the Green Belt;
 - development within the Countryside;
 - design, including residential extensions and shop fronts;
 - environmental issues such as flood risk and water quality;
 - heritage assets;
 - the natural environment and biodiversity including landscape, green infrastructure and the Thames Basin Heaths Special Protection Area;
 - infrastructure needs including open space, sport and recreation and community facilities;
 - town, district and local centres;
 - development affecting employment sites;
 - housing needs including those for:
 - Gypsies, Travellers and Travelling Showpeople
 - affordable housing;
 - healthy and inclusive communities, and,
 - climate change including the delivery of renewable energy and sustainable construction.

- Timetable, as set out in Table 1 in covering report. Key dates are Issues and Options consultation in June/July 2016, Draft Plan consultation June/July 2017, Submission July 2018, Adoption February 2019.

Joint Minerals and Waste Local Plan

- To set out the policies on minerals and waste across four authorities: Bracknell Forest, Wokingham Borough, Royal Borough of Windsor and Maidenhead and Reading Borough. It will be informed by a robust evidence base.

- Timetable, as set out in the LDS:
 - Commencement of Review (notification of bodies/persons of intention to prepare a Plan, Sustainability Appraisal scoping, evidence gathering and preparation of consultation documents): June 2015 - June 2016
 - Issues and Options consultation: June/July 2016
 - Further evidence and analysis: June 2016 - July 2017
 - Draft Plan consultation: June/July 2017
 - Publication (6 weeks): February/March 2018
 - Consideration of representations: April - June 2018
 - Submission: July 2018
 - Pre-Examination Meeting/Examination/Hearing/Inspectors Report: August – December 2018
 - Report to Council/Adoption: February 2019 (provisional)

Policies Map

- The adopted Policies Map spatially illustrates the policies in the Local Plan on an Ordnance Survey base. It will be updated to incorporate any changes in area specific policies resulting from the adoption of the Comprehensive Local Plan and Minerals and Waste Local Plan.
- To be progressed alongside the timetable for the Comprehensive Local Plan and Minerals and Waste Local Plan.

Supplementary Planning Documents

None at present.

Neighbourhood Planning

- All six Parish areas have now been designated in Bracknell Forest covering:
- The Binfield Neighbourhood Plan has been through examination and referendum and has now been made and forms part of the development plan (see previous section).
- Further details of progress on neighbourhood plans is available at <http://bracknell-forest.gov.uk/neighbourhoodplanning>



QUARTERLY SERVICE REPORT

ENVIRONMENT, CULTURE & COMMUNITIES

Q4 2016 - 17
January - March 2017

Executive Members:

Councillor Mr Chris Turrell
Councillor Mrs Dorothy Hayes
Councillor Iain McCracken

Director:

Vince Paliczka

Date completed

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Key

Actions

	Action is on schedule		Action has been completed
	Action may fall behind schedule		Action is no longer applicable
	Action is behind schedule	-	Not yet updated

Performance indicators

	On, above or within 5% of target
	Between 5% and 10% of target
	More than 10% from target

Section 1: Where we are now

Director's overview

The department is constantly evolving but often these changes and hopefully improvements go un-noticed. This has been the case with Regulatory Services over a number of years but last quarter saw the new arrangement for Regulatory Services come in to effect. The new joint arrangement between Bracknell Forest, West Berkshire and Wokingham, called the Public Protection Partnership, is expected to bring resilience to the services as well as save the Council money. Despite what is a significant management change, the services continue to be provided to the usual high standard we have come to expect.

This quarter reports encouraging growth in income levels with significant CIL receipts of £1.8m received in Quarter 3 and income from Planning fees also increasing. Building Control have been undertaking warranty inspection work which is an additional source of income. Bracknell Leisure Centre continues to see more income from additional sales of Platinum Memberships and The Look Out has greatly exceeded its income targets for catering. Managing income levels (about £18m) for the department is an important dimension and it is positive news for the local tax payer if income levels increase.

Our leisure sites are exciting places to visit with millions of visitors each year but amidst the fun there are numerous high risk circumstances that need to be managed to ensure the public are as safe as can be reasonably expected whilst enjoying the services. It is excellent news therefore that for the 16th year in succession all leisure sites maintained their OHSAS 18001 registration. OHSAS is an internationally applied British Standard for health and safety management. In addition, The Look Out also maintained its Customer Services Excellence status.

Elsewhere there are numerous improvements to note in the road network, LED lights, Parks and Countryside (including some new sites), Cemetery and Crematorium and some new toilets in the High Street car park at 'the bridge' level.

Finally, Members are asked to note the new fees being introduced as a consequence of the Self-build and Custom Housebuilding Regulations.

Highlights and remedial action

Good performance

Leisure and Culture

- Continued improvement in income levels at Bracknell Leisure Centre, especially with regard to Platinum Membership uptake.
- In-house catering provision at TLO exceeded income budget target.
- OHSAS:18001 registration maintained across all leisure sites for 16th year, with Easthampstead Park, The Look Out and Sandhurst Sports Centre being inspected by BSi during this period.
- CSE award maintained at TLO.

Planning, Transport and Countryside

Building Control and Land Charges

- Building Control is now actively providing warranty inspections through Local Authority Building Control (LABC), providing increased networking opportunities and an additional income stream.
- Local Authority Building Control (LABC) is currently developing a set of agreed national performance standards for all LABC services. We will be expected to subscribe to these and they will be monitored nationally by government.
- Land Charges will be charging VAT on all CON29 search requests following a decision to do so by HMRC from 1 January 2017.

Planning

- The new Design Supplementary Planning Document has been adopted by the Executive and is now being used in determining planning applications.
- Further progress is being made on the evidence base for the new local plan including completion of the retail study, completion of the first draft of viability work and work on the Strategic Flood Risk Assessment and the Gypsy and Traveller Area Assessment.
- Planning application performance is good with all application types exceeding the target of 80% within agreed timescales for the quarter.
- Over £1.8 million of CIL was collected in the third quarter of 2016/17.
- Planning appeals in the quarter have met the 66% target for appeals dismissed following a poor performance in the previous quarter. Learning points will continue to be picked up from appeal decisions.
- Work has commenced on a Joint Minerals and Waste Plan with a call for sites exercise commenced in March.

Transport

- Final stage improvements are currently being applied to traffic signal junctions on the A322 corridor ahead of town centre opening.
- Detailed design is underway for A3095 (south) transport corridor improvements linked to potential future Government Growth Deal funding.
- A329 London Road (east) transport corridor improvements have been designed and ready for construction in April 2017. Thames Valley LEP funding approval was given in January.
- Improvements to Bracknell Rail Station are on track for completion in April
- The 2016/17 Integrated Transport Capital Programme is substantially complete and the final construction schemes are now being completed.
- Work is continuing on assessing the transport impacts associated with the new Local Plan.

- The resident parking trial has been completed and the final scheme, incorporating charges has been implemented

Parks and Countryside

- Approximately 900 hours were contributed by volunteers working with P&C in the last quarter.
- A balance beam and nature trail have been established at South Hill Park. These new educational features, which were funded by s106 money, aim to promote education and learning about natural surroundings. They will be unveiled at an official opening ceremony on Monday, April 10th at 2pm.
- Further s106 funded work, including improvements to accessibility, wildlife habitats and recreation facilities are successfully being carried out at Bluebell Hill, Beedon Drive and World's End. The project at World's End required significant landscaping to create a new wildflower meadow habitat and the large scale of the works, has inevitably caused a mix of feedback from the public, which has generally been positive.
- The service has taken over responsibility of new sites at Jennett's Park including Jennett's Hill, Tarman's Copse, Harrier Green, a number of wildlife corridors and 5 play areas.
- Enhancements to Suitable Alternative Natural Greenspaces (SANGs) have included; path upgrades at Piggy Wood and Quelm Lane, Rhododendron ponticum removal at Longhill Park and establishment of a new wildflower meadow alongside The Cut riverside path at Jocks Lane.
- A new kissing gate has been installed along Winkfield Footpath 19, replacing the old 'step-over' stile. Accessibility improvements help to contribute towards targets set out in the Rights Of Way Improvement Plan, which is being updated in 2017.
- A Traffic Regulation Order (TRO) width restriction is in force, on Hog Oak Lane. The TRO was carried out in conjunction with RBWM following concerns raised by residents and landowners about significant damage being caused to the byway's surface by large motorised vehicles.
- S106 funding amounting to £34,530 has been approved for biodiversity enhancements at council managed sites (parks, open spaces and Roadside Nature Reserves) across the borough. This will support specific strategic themes identified in the council plan and will deliver key priorities in the Bracknell Forest BAP.
- Feedback derived from the Park User Survey, which is available on the Council's online consultation portal, shows that the majority of public are satisfied with the management of P&C managed parks and open spaces.

Environment and Public Protection

- Recycling year to date has increased slightly due to recycling of leaves and other recycling measures at Longshot Lane. Overall waste and cost of waste disposal has reduced considerably since the permit scheme and commercial vehicle restrictions were introduced in September.
- The Residents' Parking Scheme has been implemented from 1st April 2017 in the north of the Borough following a two year free trial and has been designed to protect residential areas from parking for the new town centre. The Scheme will be managed and enforced by Indigo, the Council's car parking contractors.
- Works to extend the car park at the Cemetery and Crematorium are well underway and will improve the parking facilities immensely. The month of March saw over 200 Cremations in one month. The facilities are now operating at capacity. The works to the second chapel commence 10th April until November 2017.
- Meanwhile the High Street car park toilets have been relocated and new welfare facilities have been provided in readiness for the new car park needs.

- The LED lighting replacement scheme is on schedule and, whilst overall there have been very few problems and good feedback, there have been some light changes that have not met expectations. These are being addressed. The rest of the planned Highway Scheme was completed as expected.

Areas for improvement

Planning

- It is still not considered appropriate to commence a review of CIL as the panel report to government on changes to CIL recommends some fundamental changes and it is not yet known what the outcome of the review will be.
- There is a need to take action on some longstanding enforcement cases for which the next step is to commence prosecution proceedings.

Parks and Countryside

- Levels of litter and fly-tipping have increased at particular Parks and Countryside sites and on certain Rights of Way. The challenges are being productively discussed with CLL. An investment has been made in two remote camera's which can be sited covertly on Parks and Countryside car parks, in order to try and secure convictions for fly-tipping, littering, dog fouling and criminal damage.

Environment and Public Protection

- Discussions continue to ensure the effective cleaning of the new paving in the town centre. The challenge is to be able to remove the staining and marks which continue to occur. For the time being because of the nature of the work being undertaken it is possible only to litter pick, hence the reason why there has been a temporary drop in cleansing standards.
- Meanwhile steps are being taken to improve the standard of cleansing in other areas of the Borough. The issue has been mainly with accumulated leaves and detritus. CLL have fallen 3 weeks behind in their sweeping programme. In spite of this there are relatively few complaints. There are issues with recruiting suitable staff in the local area and a new temporary management structure is now in place with an action plan agreed to address problem areas.

Audits and Risks

Planning

- The Land Registry/DCLG has published the result of the consultation released to gauge opinion on the proposed takeover of the Local Land Charges Register by the Land Registry. Although the respondents' views were mixed, with more questions raised than answered, the Land Registry is continuing the ground works to take over the service with all services expected to be migrated by 2023.

Transport

- No issues to report

Parks and Countryside

- A cross department process review of the borough responses to unauthorised encampments has been instigated, in light of the new shared regulatory service. P&C are actively supporting the creation of a new process to ensure a robust, cost effective and defensible response, which will need to draw together input from housing, education and crime prevention, in addition to closer working with the Police.

- Unauthorised use of the natural environment to support commercial works is known to impact on the condition of trees in particular, harming the natural capital of the borough and increasing costs of maintenance falling to borough. The process for formally licencing and controlling this use of the natural environment is being strengthened in collaboration across departments.
- An internal review of P&C land holding has been completed, to enable the start of discussions with Parish and Town Councils about potential land transfers.

Building Control and Land Charges

- Land Charges is currently in a strong position financially in terms of cost recovery.
- Building Control is currently in a strong position financially in terms of cost recovery.

Planning

- Fee income has met and exceeded the target for the year following a surge in applications during the winter.
- CIL income has exceeded the target for the year and the outstanding liability notices issued indicate that it may continue at a high level provided developments are commenced.

Parks and Countryside

- Expenditure budgets are on target for the year.
- Income targets are projected to be exceeded for the year, largely as a result of a small number of lucrative licences being awarded to private companies to allow them to undertake commercial works by access through Parks and Countryside sites.
- A large proportion of the enhancement works undertaken on public land have been successfully funded using developer S106 contributions.

Transport

- No significant issues to report

Environment and Public Protection

- No significant issues to report

Budget position

The original cash budget for the department was £34.113m. Net transfers of -£0.609m have been made bringing the current approved cash budget to £33.504m. There are eleven variances to report against this budget in the fourth quarter.

A detailed analysis of the budget changes and variances this quarter are available in Annex A Tables 2&3.

In addition the department has identified a budget that can pose a risk to the Council's overall financial position:

- Whilst it had been known that the progression of the Coral Reef project would mean the closure of the facility during 2016-17 it was determined by the Borough Treasurer that no adjustments were to be made to the budget on the understanding that any

overspend, due to the loss of income, would be met from contingency. The Departments HR team have developed a strategy for the redeployment of retained staff during the closure, which has saved salary costs, however the overall estimated pressure for the year is currently £434k.

Capital Budget

The Committee's capital budget for the year was set at £22,185,000. This included £4,580,000 of externally funded schemes.

In addition to the carry forwards and additional funding received in Quarters 1 to 3 of £9,043,700. In quarter 4 there has been a transfer from revenue of £28,300 for the purchase of blue and green bins, supplementary budgets of £160,000 for residential street parking, £190,000 for South Hill Park and £150,000 for the Cemetery & Crematorium chapel. In addition the Disabled Facilities Grant of £880,100 has transferred to ASCHH taking the Departments budget to £30,876.9.

The department currently anticipates around 93% of the total approved budget to be spent by the end of the financial year, since there are a number of budgets including Town Centre highway works, Coral Reef Enhancement and the Chapel at the Cemetery & Crematorium which are not planned to be spent in this financial year. A detailed list of schemes together with their approved budget and forecast spend is available in Annex A Table 4.

2017-18 Fees and Charges

In response to The Self-build and Custom Housebuilding Regulations recently included in the Governments Town and Country Planning Act, two additional fees are to be introduced for an individual or association to be entered onto the Council's Self Build and custom Housebuilding register:

Individuals	£20 per individual
Associations	£15 plus £5 for every person to be entered on to the register.

Section 2: Strategic Themes

Value for money



Action	Due Date	Status	Comments
1.2 The cost, quality and delivery mechanism of all services will be reviewed by 2019			
1.2.07 Undertake a review of the leisure service and implement the findings	31/03/2017		The overall status is Amber due to the fact that the £300,000 detailed in the Council's efficiency plan has not yet been fully identified and relies on estimates of savings achievable in a new contract, the level of which will not be known until tenders are received. CMT due to reach decisions relating to coaching staff and continuation of staff benefits relating to the leisure sites on 29 March. •Selection Questionnaire issued on 3 March 2017 with a number of interested parties having already registered an interest, including six of the major leisure operators. Closing date for submissions is 31 March 2017. •The contract has been drafted with final amendments to be inserted by external solicitors •Decisions in relation to Pensions have been made with the input of Borough Treasurer. •Facility Plans, inventories and contracts information for each of the three centres have been collated to be included with Invitation to Tender.
1.2.08 Undertake a review of the library service and implement the findings	31/03/2017		Project status is Amber. Resources and availability of staff involved in project from the business continue to be stretched. •Proposals to develop the new way of delivering the borough's library service were agreed at Executive 14 March. •Following this we have received increased interest in residents becoming volunteers which we are recording. •Volunteer Co-ordinator has been recruited, Mark Allen, starts 10 April. Currently Chief Executive at Berkshire Age Concern. •Central services manager post has been permanently filled following recruitment. •Supplier selections have been completed and sent off ahead of schedule for the stock management work stream. •Working closely with HR to agree upon the phase 1 of service remodelling consultation process. It is very tight and we need arrange an employment committee in July. •Procurement work stream is well underway. T&C's pretty much there, tender specifications part drafted, site visit took place on 21 March to assist with IT and works spec, there is a workshop booked for the project team on 11 April for 'to be' floor plans to be created for tender docs.
1.2.09 Undertake a review of Arts provision and implement the findings	31/03/2017		Overall status is Green. Progress on Governance considered satisfactory by Activist (new constitution being put in place and new Governors being sought - one identified to date with finance speciality). •Council has agreed the release of £190,000 at its meeting on 18 January and SHP are implementing changes on the ground. •Progress being made to be granted listed building consent. Operational arrangements

			progressed with Registrars and lease is in process of being drafted. •Two new Trustees appointed and work has commenced on improving the catering offer. At its January meeting, the Board agreed the changes to the Memorandum of Association. •Action plan to finalise Governance Review by end November 2017 to allow Council to determine whether to offer a 3 year funding agreement in February 2018 has been propose to SHP.
1.3 We charge appropriately for services and seek opportunities to generate additional income			
1.3.03 Commission a second Chapel at Easthampstead Park Cemetery and Crematorium	30/06/2017		Works to extend car park in hand. Contract let for new chapel. Work to commence in April. On schedule
1.3.04 Commission the new car park at the Lexicon	30/04/2017		The work is nearing completion and is on schedule for handover
1.4 Self-service and the use of online services has increased			
1.4.06 Introduce self-issue in libraries and explore the potential extension of opening hours through the use of technology	31/03/2017		Following the approval of a technology-led solution for the whole service by the Executive Committee on 14th March, the procurement process has begun. The installation of self-issue and technology-enabled opening will be completed in the next financial year.
1.5 Community involvement and the use of volunteers in the delivery of council services has increased			
1.5.01 Support communities and Town and Parish Councils with the preparation of Neighbourhood Plans	31/03/2019		Detailed comments provided on Bracknell Town Neighbourhood Development Plan and advice provided to Winkfield Neighbourhood Plan Group on approach to site allocations.
1.6 Resident and staff satisfaction levels remain high			
1.6.01 Review services in response to the borough and National Highways Transportation satisfaction surveys	31/03/2019		
1.7 Spending is within budget			
1.7.05 Implement savings as identified for 2016-17	31/03/2017		Following receipt of developers contributions, the previously reported overspend of £51k for bridges and structures has been reversed. This has meant that just £5k of the additional savings identified was not achieved. However, the Department has identified underspends which will offset this and in total are projecting an underspend of £748k.

Ind Ref	Short Description	Previous Figure	Current figure	Current Target	Current Status
L255	Subsidy on leisure services (Quarterly)	259,749	942,655	1,231,003	

A strong and resilient economy



Action	Due Date	Status	Comments
2.1 The borough is regarded as an excellent business location			
2.1.04 Work in partnership with external transport providers including Network Rail the rail operators, Highways England, Bus providers adjoining authorities and the Local Economic Partnership in order to support reliable journey times and economic growth	31/03/2019		
2.1.05 Undertake Functional Economic Area and Economic Development Needs Assessments	31/03/2019		
2.1.06 Identify, secure and implement necessary infrastructure to support growth through S106 and Community Infrastructure Levy (CIL) bids for funds	31/03/2019		Over £4.1m received in CIL payments significantly exceeding the target for the year of £2.1m.
2.2 The Northern Retail Quarter opens in April 2017			
2.2.03 Deliver key transport infrastructure which supports a newly functioning town centre	31/03/2019		The construction of town centre transport infrastructure is now at full scale. BFC continue to work closely with Bracknell Regeneration Partnership to facilitate delivery against programme.
2.2.05 Ensure provision of public transport through improvements to cycleways, Bracknell Bus and Rail stations and ongoing dialogue with all public transport providers to seek service improvements in order to provide access to Bracknell town centre by means other than car	31/03/2019		Bus station refurbishment complete. Improvements to Bracknell Rail Station facilities are due to be complete by April. Procurement of evening and weekend supported bus services linked to the town regeneration in process. On-going pedestrian/cycle infrastructure improvements delivered through the Transport Capital Programme.
2.2.06 Deal proactively with planning applications and monitor adherence to agreed S106 obligations	31/03/2019		Planning application performance continues to be good with targets exceeded for all types of application for the year despite continuing high levels of applications.
2.3 A thriving town centre and night-time economy is supported by coordinated town centre management			
2.3.02 Create planning policies that enable future regeneration for a continually evolving Town Centre through the comprehensive local plan	31/03/2019		Work has progressed on draft planning policies for the preferred option version of the plan. Further evidence base work has been undertaken including the completion of a retail study, viability assessment and flood risk.
2.3.03 Manage the cleaning and grounds maintenance of the town centre in accordance with the town centre management agreement	31/03/2019		Still awaiting recommendations from Mace to ensure adequate method of cleansing new paving without using chemicals. Further equipment demos to be arranged. Discussions in hand to determine litter bin locations in High Street - have recommended dual bins for recycling and litter with ash trays. Town Centre Street Cleansing teams

			have had a toolbox talk to ensure they know standard expected and pay attention to detail.
2.4 Local residents have high levels of employment and incomes			
2.4.02 Develop and implement strong economic development related planning policies supporting business growth and business retention	31/03/2019		Draft policies have been prepared on retailing and employment. Consultation has commenced on Article 4 Direction to protect existing employment areas.
2.5 Improvements in strategic infrastructure have been made to reduce congestion and improve traffic flows			
2.5.01 Replace all highway street lights with LED units throughout the borough and install CMS (Central Management System)	31/03/2019		
2.5.02 As part of the local plan process provide an evidence base in order to make informed infrastructure investment decisions related to the infrastructure delivery plan	31/03/2019		Retail study has been completed, first draft of viability study of SHELAA sites has been received, work has commenced on Strategic Flood Risk Assessment and first draft Green Infrastructure Review has been received.
2.5.03 Prepare bids to secure funding for infrastructure via the LEP, seeking to deliver the infrastructure on the Councils 123 list	31/03/2019		A3095 transport infrastructure bid (Growth Deal 3) approved for Programme Entry by the Thames Valley LTB/LEP. A329 Martins Heron Rbt/London Road transport scheme has now been allocated LEP funding and work commences April 2017.

People have the life skills and education opportunities they need to thrive



Sub-Action	Due Date	Status	Comments
3.2 School places are available in all localities			
3.2.04 Monitor and implement the Infrastructure Delivery Plan against agreed timescales	31/03/2019		Consideration of the necessary implementation programme for schemes on the 123 list linked to new developments in Warfield, Amen Corner and the TRL site will inform future CIL funding priorities and the transport capital programme.
3.2.05 Proactively seek new education related facilities through the planning process on large scale development sites	31/03/2019		New school at Warfield (Berkeleys) now open. Construction has commenced on the new Learning Village at Binfield. Planning permission granted for new school at Amen Corner North. Delivery mechanism agreed with education for second Warfield Primary School.



People live active & healthy lifestyles

Sub-Action	Due Date	Status	Comments
4.1 Numbers of adults and young people participating in leisure and sport is increased			
4.1.01 Develop a Playing Pitches and Open Space Strategy to identify future needs for open space in the borough	31/03/2019		
4.2 Coral Reef is redeveloped			
4.2.01 Refurbished Coral Reef to open in Summer 2017	31/08/2017		The new pool hall roof steels have been installed and the Flume Tower columns & core are cast to the Launch Platform. Ground through to 5th landing stair units has also been installed. Flume run outs have been placed and Café Lite & the reception desks have been fitted.
4.3 Comprehensive Public Health programmes aimed at adults and young people, including smoking cessation, weight management and sexual health in place			
4.3.04 Promote sustainable travel as a safe and healthy option in line with the policies set out in the local transport plan	31/03/2019		
4.3.05 Work with Public Health to deliver health improvement schemes such as GP health screening, health checks at Bracknell Leisure Centre and books on prescription	31/03/2019		'Back to Fitness' initiative continued into final quarter, in partnership with Public Health Team, consisting of 2 sets of 8 week beginners fitness classes, aimed at getting inactive members of the community back into a habit of fitness. Ongoing liaison with the Public Health Team to determine future initiatives.
4.3.06 Undertake an annual programme of test purchasing age restricted products or services including tobacco, alcohol and gambling	31/03/2019		Due to there being two vacant posts in the service, no UAS operations could be undertaken during the quarter as resources had to be prioritised during the last quarter of the financial year.
4.4 Personal choices available to allow people to live at home are increased			
4.4.09 Meet the demand for home adaptations for local residents through the Disabled Facilities Grant scheme	31/03/2019		
4.4.10 Provide the Flexible Home Loan scheme in order to support low income residents to facilitate minor repairs within their homes	31/03/2019		

Ind Ref	Short Description	Previous Figure	Current figure	Current Target	Current Status
L003	Number of visits to leisure facilities (Quarterly)	1,312,873	1,738,864	1,500,000	
L015	Number of attendances for junior courses in leisure (Quarterly)	87,816	118,536	110,000	



A clean, green, growing and sustainable place

Sub-Action	Due Date	Status	Comments
5.1 An up-to-date Local Plan that provides for economic growth and protects important open spaces is in place			
5.1.01 Develop a comprehensive Local Plan in line with the Local Development Scheme	31/03/2019		Draft policies being considered by Local Plan Members Working Group with preferred option scheduled for Executive in September 2017. Further work also being undertaken on sustainability appraisal and site selection.
5.2 The right levels and types of housing are both approved and delivered			
5.2.02 Complete the Strategic Housing Market Assessment (SHMA) and establish the Borough housing target to be delivered by 2036	31/03/2019		Berkshire (including S Bucks) SHMA completed and published.
5.2.03 Ensure suitable mitigation measures to protect the Thames Basin Heath Special Protection Area are secured to enable delivery of housing through the planning process	31/03/2019		Lack of SANG capacity in north of the Borough means that strategic SANG capacity cannot be offered for larger windfall sites (10+ units) including prior approvals for office conversions in parts of the Borough including the town centre.
5.3 Appropriate infrastructure development is completed to support housing growth including; Warfield Link Road, Coral Reef Junction, Jennetts Park, town centre			
5.3.01 Deliver the transport improvements identified within the Infrastructure Delivery Plan, Transport Assessments and the Strategic Transport Action Plan	31/03/2019		Final stage improvements currently being applied to traffic signal junctions on the A322 corridor. Implementation of Bracknell town centre highway infrastructure to support the regeneration is well underway. Detailed design work continues on the A3095 (south) transport improvements and construction work on the A329 transport corridor will start in April 2017. Work continues to facilitate developer-led transport infrastructure, for example Warfield link road and associated junctions - this will be completed by July 2017.
5.3.02 Undertake a review of the Community Infrastructure Levy (CIL) charging schedule	31/03/2017		Government has indicated that changes to the CIL regime are likely to be announced in the Autumn financial statement. In the meantime significant CIL income is being achieved without stifling development so there is no immediate requirement for a review.
5.4 Neighbourhood Plans and Community Infrastructure Levy (CIL) to support local community facilities and other infrastructure are in place			
5.4.01 Develop agreement of the Borough Council and Town and Parish Councils CIL spending priorities	31/03/2019		Meetings with the Parish Councils have taken place, initial lists of priorities have been received from Five of the parishes and these have been assembled into a schedule, identifying priorities already on the 123 list, other joint priorities and parish specific priorities.

5.6 Resident satisfaction levels with parks and open spaces is maintained			
5.6.01 Delivery of Special Protection Area (SPA) mitigation with enhancement to Suitable Alternative Natural Green Space (SANGS)	31/03/2019		Enhancements at Suitable Alternative Natural Green Spaces (SANGS) for the financial year ending March 2017 have been very successful, with unallocated enhancements totalling £204,544 completed through the pump priming process. The total amount has reduced to take into account SANG allocations for Surrey Heath Borough Council. In the next financial year, £108,534 is instructed or pending and a further £146,696 has been identified for spending as required to stay ahead of projected housing delivery.
5.7 Cleanliness of the borough is maintained to defined environmental standards			
5.7.01 Maintain public realm land to relevant Environmental Protection Act (EPA) and contractual standards	31/03/2019		No problems with litter fly posting or graffiti but the Contractor has fallen behind with scheduled sweeping work. There have been a number of issues with leaf clearance. Improvements also needed with Town Centre. Clearing Contractor is taking action and making improvements to their structure.
5.7.02 Take appropriate action in response to fly tips on Council owned and private land	31/03/2019		
5.8 The cost of waste disposal, supported by a recycling rewards scheme is reduced			
5.8.01 Increase recycling and reduce dependence on landfill	31/03/2019		In arrears - result for Q3 is an improvement on last year to date.
5.8.02 Increase the number of recycling sites across the Borough including the Town Centre and revise Waste Planning Guidance for developers	31/03/2019		Recycling site at Cricketfield Grove, Broadmoor Estate had to be removed due to land being sold - but new site installed at Braybrooke Recreation Ground courtesy of Bracknell Town Council - now 43 recycling sites and more planned at new developments
5.8.03 Implement a new Waste Strategy to 2020	31/03/2019		Comments as Q2
5.8.04 Continue to support the development of the recycling reward scheme	31/03/2019		At year end there were 13820 households participating in the recycling incentive scheme an increase of nearly 1000 in the year. Over 11.5 million points have been redeemed since the scheme began and 4million points redeemed in the last year so overall rate of redemption is increasing. A total of almost 375,000 points have been donated to the most recent 3 good causes. Messages on social media have boosted the number of good causes nominated.

Ind Ref	Short Description	Previous Figure	Current figure	Current Target	Current Status
NI157a	Percentage of major applications determined in 13 weeks (Quarterly)	92%	75%	80%	
NI157b	Percentage of minor applications determined in 8 weeks (Quarterly)	88%	92%	80%	
NI157c	Percentage of other applications determined in 8 weeks or within an agreed extension of time period (Quarterly)	92%	97%	80%	
NI192	Percentage of household waste sent for reuse, recycling and composting (Cumulative figure for 16/17 reported quarterly in arrears)	41.4%		37.0%	
NI193	Percentage of municipal waste land filled (Cumulative figure for 16/17 reported quarterly in arrears)	20.08%		24.00%	
L146.1	Percentage of borough where environmental cleanliness is above EPA standard - Litter (Quarterly)	100.0%	99.6%	99.0%	
L146.2	Percentage of borough where environmental cleanliness is above EPA standard - Detritus (Quarterly)	94.6%	98.0%	98.5%	
L146.3	Percentage of borough where environmental cleanliness is above EPA standard - Graffiti and Fly posting (Quarterly)	100.0%	100.0%	99.0%	
L241	Income from CIL (Quarterly)	971,518	405,367	205,598	
L284	Number of homes given planning permission (Quarterly)	728	1,021	N/A	
L286	Percentage of successful planning appeals (Quarterly)	22.0%	85.0%	66.0%	

Section 3: Operational Priorities

Sub-Action	Due Date	Status	Comments
7.4 Environment, Culture & Communities			
7.4.01 Continue to benchmark income/charges against market rates (Building Control & Land Charges) to ensure charges are competitive	01/04/2019		Charges are recovering costs. Market share remains high and charges are competitive in local area.
7.4.02 Ensure chargeable activities are reflective of actual service costs incurred in Planning and Transport	30/09/2016		Where charges are not set by regulation at a national level cost recovery is being sought. This is regularly reviewed though fees and charges. A charge to remain on the Self Build Register will be introduced to cover the cost of maintaining the register. Permit scheme costs are being reviewed to ensure the costs of the scheme are recovered.
7.4.03 Carry out a review of pre-application charging in planning, with a focus on customer service and expectation	31/03/2019		
7.4.04 Use monthly budget monitoring reports to identify and address any emerging overspends promptly	31/03/2017		To the end of February the Department has projected net underspends of £748 of this figure £165k has been requested as budget carry forwards to reflect works that have been committed but were unable to be completed by the end of the financial year.
7.4.05 Support and promote Primary Authority initiative in respect of trading standards and environmental health	31/03/2017		
7.4.06 Use the food hygiene rating system to seek improvements in Food Hygiene standards in the borough	31/03/2019		
7.4.07 Work in partnership with the Town and Parish Councils to ensure a co-ordinated approach to infrastructure improvements	31/03/2019		Four out of six Town & Parish Councils have submitted tables of their spending priorities. A proportion of CIL income has been paid to Town and Parish Councils in accordance with the Regulations. Further input on infrastructure is being provided through support for Neighbourhood Development Plans and pre-application enquiries.
7.4.08 Facilitate public safety on the transport network by making improvements to the physical infrastructure of the highway network	31/03/2017		Police road casualty data continues to be monitored and casualty reduction schemes identified for inclusion within the Transport Capital Programme. Casualty numbers in Bracknell Forest decreased in the calendar year 2016 by 11% compared to 2015.
7.4.09 Continue joint visits with Thames Valley Police on licensing, underage sales and road safety checks in order to improve public safety	31/03/2019		

7.4.10 Work with the Berkshire Safety Partnership on road safety matters including - casualty reduction, road safety awareness, speed management, public safety at events, road safety audit of transport proposals	31/03/2019		
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Section 4: People

Staffing levels

	Establishment Posts	Staffing Full Time	Staffing Part Time	Total Posts FTE	Vacant Posts	Vacancy Rate
Directorate (DMT plus PA's)	7	7	0	7.00	0	0.00%
Environment & Public Protection	39	27	7	31.09	5	12.82%
Leisure & Culture	330	113	177	191.09	40	12.12%
Performance & Resources	30	22	7	26.68	1	3.33%
Planning, Transport & Countryside	113	86	21	99.72	6	5.31%
Department Totals	519	255	212	355.58	52	10.02%

Staff Turnover

For the quarter ending	31 March 2017	1.81%
For the last four quarters	1 April 2016 – 31 March 2017	10.05%

Comparator data	
Total voluntary turnover for BFC, 2015/16:	14.3%
Average UK voluntary turnover 2015:	16.1%
Average Local Government England voluntary turnover 2014/2015:	13.5%

Source: XPerHR Staff Turnover Rates and Cost Survey 2015 and LGA Workforce Survey 2014/15

Comments:

The vacancy rate has increased this quarter from 8.58% last quarter to 10.02% this quarter. This is due to there being 5 more vacancies (52) compared to last quarter (47).

Quarterly staff turnover has remained the same this quarter.

Annual staff turnover has decreased to 10.05% this quarter compared to 11.48% last quarter. This is due to 52 leavers in the year to 31 March 2017 compared to 65 leavers in the year ending 31 December 2016.

Staff sickness

Section	Total staff	Number of days sickness	Quarter 4 average per employee	2016/17 actual average per employee
Directorate (DMT plus PA's)	7	8.0	1.14	2.00
Environment & Public Protection	34	53	1.56	7.93
Leisure & Culture	290	390.5	1.35	5.45
Performance & Resources	29	108.5	3.74	15.84
Planning & Transport	107	161.5	1.51	5.91
Department Totals (Q3)	467	721.5	1.54	
Totals (16/17)		2956		6.33

Comparator data	All employees, average days sickness absence per employee
Bracknell Forest Council 15/16	5.9 days
All local government employers 2015	9.9 days
Average Local government England Sickness 2014/15	8.5 days

Source: Chartered Institute of Personnel and Development Absence Management survey 2015 and LGA Workforce Survey 2014/15

Comments:

Sickness this quarter has decreased compared to last quarter (775.5 days), which is mainly due to a decrease, in both long-term sick (273.5 days this quarter) compared to last quarter (318 days) and short-term sick (448 days this quarter) compared to last quarter (457.5 days). The figures for Performance and Resources continue to be high, due to two people on long-term sick. This quarter's split between short term and long term (62.09%: 37.91%) does not mirror normal sickness levels (around 50:50 split). The actual annual average per employee has risen to 6.33 days (5.86 days last quarter). It should be noted that 3 employees who were on long-term sick this quarter either returned to work or left before the end of this quarter.

Section 5: Complaints

Corporate complaints

Stage	New complaints activity in quarter	Complaints activity year to date	Outcome of total complaints activity year to date
Stage 2	1	7	7 not upheld
Stage 3	1	4	4 not upheld
Local Government Ombudsman	1	3	1 not upheld 1 upheld – maladministration – no injustice 1 partially upheld maladministration – no injustice
TOTAL	3	14	As above

NOTE: The table excludes Stage 1 complaints and those complaints which are dealt with through separate appeals processes. It should also be noted that complaints which move through the different stages are recorded separately at each stage.

Nature of complaints/ Actions taken/ Lessons learnt:

Planning issue

Compliments

Number of compliments received in quarter	Nature of compliments
20	Excellent customer service across a variety of EC&C Divisions

Annex A: Financial information

ENVIRONMENT, CULTURE & COMMUNITIES BUDGET MONITORING 2016/17								
	Net Original Budget	Virements & Budget C/fwds	Current Approved Budget	% Spend to Date	Departments Projected Outturn	Variance Over/(Under) Spend	Variance This Quarter	Requested Carry Forwards
	2016/17							
	£000	£000	£000		£000	£000	£000	
Director of Environment, Culture & Communities								
Director and Support	196	18	214	95%	214	0		
Training, Marketing, Research and Development	19	0	19	16%	19	0		
	215	18	233		233	0	0	0
Chief Officer Leisure & Culture								
Archives	113	0	113	47%	96	-17	-17	a
South Hill Park	458	-44	414	100%	414	0		
Community Arts and Cultural Services	2	0	2	100%	2	0		
Sports Development & Community Recreation	70	2	72	74%	72	0		
The Look Out	-97	7	-90	550%	-90	0		
Edgbarrow/Sandhurst Sports Centres	163	8	171	113%	246	75		
Bracknell Leisure Centre	746	44	790	40%	690	-100		
Coral Reef	-121	5	-116	-319%	-90	26		
Harmanswater Swimming Pool	6	1	7	100%	7	0		
Easthampstead Park Conference Centre	198	3	201	104%	181	-20	30	b
Horseshoelake Water Sports	25	0	25	68%	25	0		
Downshire Golf Complex	2	-8	-6	1750%	69	75		
Libraries	1,680	-90	1,590	82%	1,620	30		
	3,245	-72	3,173		3,242	69	13	0
Chief Officer Environment & Public Protection								
Waste Management	7,486	-47	7,439	81%	7,251	-188	-62	c
Street Cleaning	767	-55	712	80%	712	0		
Highway Maintenance (Including Street Lighting)	4,203	-1,151	3,052	90%	3,052	0	-51	d
On/Off Street Parking	-12	78	66	-68%	66	0		
Easthampstead Park Cemetery & Crematorium	-1,095	4	-1,091	110%	-1,171	-80	-80	e
Regulatory Services (Including Licensing)	1,097	32	1,129	77%	1,129	0		
Emergency Planning	68	6	74	89%	74	0		
Environmental Services	646	-14	632	72%	592	-40	-50	f
Other	188	-1	187	38%	228	41		-40
	13,348	-1,148	12,200		11,933	-267	-243	-40
Chief Officer Planning, Transport & Countryside								
Transport Policy, Planning & Strategy	459	249	708	29%	708	0		
Traffic Management & Road Safety	682	-15	667	76%	667	0		
Public Transport Subsidy incl Concessionary Fares	1,716	-13	1,703	74%	1,478	-225		
Building Control	43	-23	20	-695%	-70	-90	-20	g
Development Control	53	46	99	-52%	79	-20		
Planning Policy (including Local Transport Plan)	491	245	736	59%	583	-153	-143	hi
Local Land Charges	-81	8	-73	81%	-73	0		
Energy Management	99	-40	59	80%	59	0		
Parks, Open Spaces and Countryside	1,019	131	1,150	66%	1,135	-15	-15	j
Other	235	5	240	80%	245	5		
	4,716	593	5,309		4,811	-498	-178	-113
Chief Officer Performance & Resources								
Departmental Management	419	1	420	95%	420	0		
Departmental Support Services	976	-14	962	93%	962	0		
Departmental Personnel Running Expenses	53	0	53	55%	53	0		
Departmental Office Services Running Expenses	110	-3	107	53%	87	-20		
Departmental IT Running Expenses	201	15	216	94%	196	-20		
Smart Card	170	1	171	1%	159	-12	-12	k
	1,929	0	1,929		1,877	-52	-12	-12
Total Cash Budgets	23,453	-609	22,844	74%	22,096	-748	-420	-165
Non Cash Budgets								
IAS 19	1,381	0	1,381		1,381	0		
Corporate / Departmental Recharges	3,052	0	3,052		3,052	0		
Capital Charges	6,227	0	6,227		6,227	0		
	10,660	0	10,660		10,660	0	0	0
TOTAL ENVIRONMENT & LEISURE SERVICES	34,113	-609	33,504		32,756	-748	-420	-165
Memorandum item :-								
Devolved Staffing Budget			16,121		16,121	0	0	

Financial Information – Table 2

Virements

Not e	Total	Explanation
	£'000	
	(566)	Virements reported Quarter 3
1	(38)	Waste Management A transfer to capital is required for the purchasing of blue and green bins, in the sum of £38,330 from the Waste Management equipment purchase budget.
2	(5)	Departmental Stationery The new stationery contract with Commercial has achieved savings across the Council. This saving was initially budgeted for within Corporate Services and therefore the ECC element of £4,510 now needs to be vired.
	(43)	Virements Reported in Fourth Quarter
	(609)	Total Virements Reported To Date

Financial Information - Table 3

Variations

Note	Total	Explanation
	£'000	
	(328)	Variations Reported Quarter 3
a	(17)	Joint Arrangements The final costs for 2015/16 have now been received which has resulted in a net saving of £17,290 for ECC.
b	30	Easthampstead Park Conference Centre The previously reported underspend of £50,0000 has been reduced by £30,000 to reflect both the cost of equipment required to be replaced or upgraded following the lightning strike at the Conference Centre, which fell outside of the insurance claim, and also the additional security requirements required during the summer due to travellers in the vicinity of the Conference Centre.
c	(62)	Waste Management As a result of waste volumes being lower than anticipated at the Recycling Centres, the expected costs and income have both been revised down. The net result in the reduction in waste volumes and lower than expected levels of income is that we are approximately £62k better off than we anticipated this year. A major factor in this outcome has been the hard work of the Meet & Greet staff who have responded well to the challenge of applying sometimes unpopular charges fairly but firmly, and have been diligent in turning away non-residents and suspected traders

d	(51)	<p>Highway Maintenance</p> <p>Following receipt of developers contributions to Highways maintenance, the previously reported overspend of £51,000 for bridges and structures can be reversed.</p>
e	(80)	<p>Easthampstead Park Cemetery & Crematorium</p> <p>Income in the last 9 months has been greater than anticipated, and therefore it is estimated that the income target for the year will be exceeded by £80,000. There has been an increase in customers due in part to the temporary closure of Slough crematorium.</p>
f	(50)	<p>Environmental Services</p> <p>The previously reported overspend for the costs of additional town centre grass cutting of £10,000 have been reversed following receipt of additional income for roundabout sponsorship.</p> <p>In addition it was not possible to complete the weed killing programmed on some highways and footpaths before the end of the financial year, in order to complete the works identified it is necessary to carry forward the budget of £40,000.</p>
g	(20)	<p>Building Control</p> <p>Income in the first 10 months of the year has been greater than that budgeted for, and the need to use consultants for additional specialist advice has not been as great as estimated. The net effect of this is anticipated to be a surplus of £90,000, which is an increase of £20,000, on the previously anticipated surplus.</p>
h	(98)	<p>Local Development Framework</p> <ul style="list-style-type: none"> • The Archaeology evaluation has mostly been accommodated within the existing contract for archaeological work which has significantly reduced its anticipated cost. • Continuing issues with the consultants appointed to prepare a methodology for the Gypsy and Traveller Accommodation Assessment have caused further delays in paying for this work • An alternative consultant has had been secured for the further stages of the Gypsy and Traveller accommodation work but this has caused some delay. • While some work has been done to update and calibrate the transport model for use in the Local Plan further significant work will be required once the sites to be included in the preferred option are established. • The viability work for the SHELAA was secured at a significantly lower cost than had been anticipated. <p>A carry forward of this sum is therefore requested to enable further evidence base work to be completed and the local plan to progress in accordance with the adopted Local Development Scheme.</p>
i	(45)	<p>Community infrastructure Levy (CIL)</p> <p>A sum equivalent to 5% of CIL monies received can be used to cover administrative costs in relation to this scheme; the income budget of £105,000 has been exceeded by £45,000 in the year.</p>

j	(15)	<p>Parks, open space & Countryside</p> <p>To maintain a meadow habitat the grass must be cut and the cuttings taken off. For biological and ground condition reasons this is done at the end of the summer so any plants growing can set their seed before they are cut. However, as the original contractor wasn't able to fulfil the contract we have had to wait until Spring to do this using a new contractor.</p> <p>As two cuts will therefore be made in 2017-18 a carry forward of £15,330 is required to enable both cuts to be made.</p>
k	(12)	<p>Smartcard</p> <p>The Council are working with smartcitizen to introduce a reward points expiry on its smartcards, it has not been possible to complete the development work before the end of the financial year, resulting in an underspend. A carry forward of £11,820 will be required in order for this work to be completed.</p>
	(420)	Variances Reported in Third Quarter
	(748)	Total Variances Reported To Date

Financial Information - Table 4
CAPITAL MONITORING 2016/17

Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
YL009	Minor Works Programme	136.3	136.3	56.5	0.0	136.3	0.0	0.0	L&C	Mar-17	Orders placed for BLC fitness equipment and more to follow. DGC Driving Range improvements completed. BLC spa refurbishment ongoing.
YL011	Parks & Open Spaces S106 Budget Only	35.4	35.4	0.0	34.5	35.4	0.0	0.0	PTC	Mar-17	Biodiversity enhancements project in place and expected to utilise remaining budget.
YL152	Grass Cutting Equipment	35.0	35.0	40.4	0.0	40.4	0.0	5.4	L&C	May-16	Complete
YL255	Minor Works/Improvements	57.4	57.4	0.0	0.0	57.4	0.0	0.0	L&C	Mar-17	Quotes being finalised in (new exhibits at The Look Out and security gates at EPCC). No orders placed yet.
YL265	SPA Mitigation Strategy (S106)	197.9	85.9	0.0	0.0	85.9	112.0	0.0	PTC	Mar-18	Implementation of project works is subject to planning approvals for new

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Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
71											housing and associated s106 agreements (re. The Thames Basin Heaths SPA). Progress and priorities are reviewed monthly in liaison with Spatial Policy and Finance. Relevant levels of work are planned to maintain pump priming.
YM007	Capitalisation of Revenue (Highways)	208.2	208.2	35.9	0.0	208.2	0.0	0.0	EPP	Mar-17	Works proposed for March 20017 – weather permitting.
YP001	School Warning Lights	66.1	65.0	36.0	0.0	65.0	1.1	0.0	PTC	Apr 17	Carry forwards spent, remainder to be ordered
YP003	Mobility/ Access Improvement Schemes	85.0	72.7	70.9	0.0	72.7	12.3	0.0	PTC	Apr 17	Works complete awaiting invoices.
YP006	Local Safety Schemes	136.1	127.0	125.5	1.5	127.0	9.1	0.0	PTC	Apr 17	All works complete, final invoicing in progress.
YP007	Maintenance Street Lighting	150.0	150.0	26.8	0.0	150.0	0.0	0.0	EPP	Mar-17	Works projects in progress.

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Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
YP009	Structural Maintenance of Bridges	275.4	161.4	45.1	83.6	161.4	114.0	0.0	EPP	Mar-18	Works on site will begin as road space permits.
YP013	Land Drainage	288.5	288.5	188.6	99.8	288.5	0.0	0.0	EPP	Mar-17	Works on site will begin as space permits.
YP113	Road Surface Treatments	1,455.0	1,455.0	1,464.8	-101.0	1,464.8	0.0	0.0	EPP	Mar-17	Further works programmes in development for Spring 2017 – weather permitting.
72 YP162	Traffic Management Schemes	140.3	125.7	95.9	3.9	125.7	14.6	0.0	PTC	Apr-17	Carry forward to complete Park Road Old Wokingham Road Speed Management Schemes complete. This year's schemes all ordered. A330 and Crowthorne Road speed management schemes to be built.
YP225	Traffic Modelling	17.9	0.0	0.0	0.0	0.0	17.9	0.0	PTC	Mar 18	Model refresh delayed until post Town Centre opening. Total refresh cost estimated at £200k.

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Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
YP247	Bracknell Railway Station Enhancements	39.8	25.0	20.0	0.0	20.0	15.0	-4.8	PTC	Mar 18	Payment to SHP to commission artwork.
YP258	SANGS - Enhancement Works	167.9	167.9	85.0	28.6	167.9	0.0	0.0	PTC	Mar 17	Budget required for pump priming work for SANGS, potential works arising from Regulation 63 of Habitat Regulations.
73 YP269	Residential Street Parking	260.0	219.7	219.7	0.0	219.7	40.3	0.0	PTC	Apr 17	£160k to be provided by BFH. Phase 1 and 2 complete - phase 3 postponed into 2017/18 due to conflicting town centre commitments.
YP306	Maintenance of Car Parks	660.5	386.8	374.5	0.0	374.5	273.7	-12.3	EPP	Mar 18	Wall treatments, toilets and lifts completed. White lining and decking repairs still to be effected. Ventilation to cores awaiting design.
YP349	Green & Blue Waste Bins	91.9	91.9	91.9	0.0	91.9	0.0	0.0	EPP	Mar-17	Transfer from Revenue for the purchase of blue &

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Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
											green bins.
YP355	Town Centre Highway Works	5,704.8	5,293.7	5,216.2	77.5	5,293.7	411.1	0.0	PTC	Mar-18	Detailed design stage on a number of Town Centre Regeneration highway improvement schemes. Millennium Way and Met Office schemes on site.
YP359	Play Area Rolling Programme	70.0	70.0	70.0	0.0	70.0	0.0	0.0	PTC	Sep 16	Works complete
YP364	Westmorland Park - Quality Improvements	0.0	0.0	1.3	0.0	1.3	0.0	1.3	PTC	Apr-16	Project complete
YP422	Upgrade Leisure Management System	103.4	83.4	76.9	3.5	83.4	20.0	0.0	P&R	Aug 17	Business process mapping has been undertaken with Coral Reef to determine scope of requirements. Meeting held with supplier to discuss requirements and timescales.

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Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
YP423	Linking Confirm to Corporate ERDMS - Smart Office	76.0	76.0	50.1	0.0	76.0	0.0	0.0	P&R	Dec-16	Projected completed
YP428	S106 Parks & Open Spaces Improvement s Programme	33.2	33.2	39.2	6.6	39.2	0.0	6.0	PTC	Mar-17	All works on target for completion
YP439	Urban Traffic Management Control	100.0	100.0	47.1	28.8	100.0	0.0	0.0	PTC	Mar-17	Schemes have been programmed for completion throughout the year.
YP442	Coral Reef Enhancement Project	11,586.3	8,100.3	7,190.9	909.4	8,100.3	3,486.0	0.0	L&C	Aug-17	Construction works commenced on site on the 20th June 2016. Works are progressing well and currently on site and the contractor is reporting that the critical path activity is currently on programme. The project remains within the approved budget.

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Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
YP443	Bus Station Improvements	0.0	0.0	-8.0	0.0	-8.0	0.0	-8.0	PTC	Mar 17	Complete
YP446	Access to Employment Areas	70.8	18.4	15.4	2.4	18.4	52.4	0.0	PTC	Mar 18	Money allocated to implement the cross Berkshire national cycle route. The scheme is not ready to be implemented this year as still being discussed by neighbouring authorities. To be constructed 2017-18.
YP447	Development Highway Capacity & Road Space Schemes	20.0	20.0	20.0	0.0	20.0	0.0	0.0	PTC	Mar-17	Design Fees
YP451	Car Park Improvement / Refurbishment	133.8	59.0	12.3	20.5	59.0	74.8	0.0	EPP	Mar-18	Floor upgrade in cores completed. Upgrade to IT complete. Works to office and CCTV delayed.
YP452	Car Park Lighting High Street	143.7	143.7	156.0	0.0	156.0	0.0	12.3	EPP	Mar 17	This project is now complete
YP453	Coral Reef Roundabout	476.0	476.0	471.0	0.0	471.0	0.0	-5.0	PTC	Sep 16	Works complete.

UNRESTRICTED

Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
	Signalisation										
YP456	Update Traffic Signal Infrastructure	208.7	208.7	181.1	0.0	208.7	0.0	0.0	PTC	Apr-17	Rackstraws signal replacement in progress on site.
YP458	Road Surfacing - Pot Hole Fund	101.0	101.0	0.0	101.0	101.0	0.0	0.0	EPP	Mar-17	Works projects in development for Spring 2017 – weather permitting.
77 YP459	Improvements Lily Hill Park - Bracknell Rugby Club	17.7	0.0	0.0	0.0	0.0	17.7	0.0	PTC	Mar-18	Phase 1 work completed in 2014-15. Bracknell Rugby Club is leading re. Phase 2 with works being planned for completion this year. Lease extension currently in progress for the club to release external match funding, but inconsistent communication/ action from club makes it difficult to be certain of delivery.
YP462	Replacement Leisure Management Card Payment	22.0	15.0	0.0	0.0	15.0	7.0	0.0	P&R	Jun-17	Chip & Pin machines gone live. A further 3 machines to be ordered. Customer Services have put

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		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
	Devices										Capita integration work on hold because of expected changes to PCI compliance.
YP465	Warfield Link Road - Local Growth Fund	1,055.2	1,055.2	1,054.9	0.0	1,054.9	0.0	-.3	PTC	Mar-17	Final payment has been made. Completion of the road is to be funded by Berkleys who have contributed £1.7m to the scheme.
YP470	Footway / Cycle track along Ringmead	46.8	46.8	52.1	0.0	52.1	0.0	5.3	PTC	Sep 16	Works complete
YP473	Bill Hill Improvement Works	59.5	59.5	42.5	17.0	59.5	0.0	0.6	PTC	Mar 17	All works ordered and on target for completion.
YP476	Replacement of M3 Software (Invest to Save)	70.5	55.5	35.7	19.8	55.5	15.0	0.0	P&R	Sep-17	Business has gone live with Uniform and IDOX EDRMS and the project team are working through the issues being raised. Phase 2 works to be defined at April project board.

UNRESTRICTED

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		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
YP478	Bracknell Railway Station Improved Passenger Facilities	205.0	205.0	0.0	205.0	205.0	0.0	0.0	PTC	Mar-17	Work has commenced December 2016 and due for completion March 2017.
YP479	Replacement Led Street Lights	3,650.0	2,683.0	1,289.0	1,357.4	2,683.0	967.0	0.0	EPP	Mar-18	Works on site progressing well, 1000+ LED units installed – budget will not be spent this financial year.
79											
YP482	Chapel at Cem & Crem	1,150.0	300.0	144.5	0.0	300.0	850.0	0.0	EPP	Mar-18	Car park works commenced. Main contractor on site April.
YP483	Leisure Replacement Catering System	80.0	51.0	34.3	0.0	51.0	29.0	0.0	P&R	Aug-17	Catering system went live at Downshire Golf Complex and Bracknell Leisure Centre on 15 th and 16 th March.
YP484	BLC Main Sports Hall Refurbishment	75.0	67.6	67.6	0.0	67.6	7.4	0.0	L&C	Mar 18	Majority of works completed during October & November. Rebound boards installed in

UNRESTRICTED

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		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
											January. Some budgets may need to be carried forward for hall lighting.
YP485	Bracknell Library - Introduction Self Service	110.0	0.0	0.0	0.0	0.0	110.0	0.0	P&R	Mar-18	The project has been out on hold awaiting completion of the library service transformation review. This will enable procurement of a technology led solution for the whole service that is anticipated will include self-issue.
08											
YP486	Trees Woodland Management	75.0	5.0	0.0	0.0	5.0	70.0	0.0	PTC	Mar-18	In progress. Significant preparation work underway, strategy development, forestry commission approvals etc. project will realistically span more than one year
YP487	Downshire Way Widening Ph2	330.0	330.0	185.0	0.0	330.0	0.0	0.0	PTC	Mar-17	Work designed and on site, potential for works to be extended into next financial year.

UNRESTRICTED

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		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
YP488	London Rd Martins Heron Roundabout	75.0	60.8	60.8	0.0	60.8	14.2	0.0	PTC	Mar-18	Design and prep work for next year's scheme
YP492	GIS Replacement (Invest To Save)	52.2	50.2	34.1	12.9	50.2	2.0	0.0	P&R	Apr-17	Internal GIS browsers due to go live early April.
YP493	Charles Square Car Park Lifts (S106)	66.0	0.0	0.0	0.0	0.0	66.0	0.0	EPP	Mar-17	Works were to commence in December and will now be completed in next financial year as works to Link Bridge prevent access.
YP495	Binfield Football Club Grant	45.0	45.0	45.0	0.0	45.0	0.0	0.0	PTC	Jul 16	Complete grant paid
YP496	Beedon Drive Open Spaces (S106)	16.5	16.5	7.6	6.1	16.5	0.0	0.0	PTC	Mar 17	In progress. Gym equipment installed. Season works to grass to complete this quarter.
YP497	Subway Improvements	100.0	80.0	13.4	0.0	80.0	20.0	0.0	EPP	Jul 17	Scheme commenced. Projection completion date dependent upon weather and decisions re public

UNRESTRICTED

Cost Centre	Cost Centre Description	Approved Budget	Cash Budget 2016/17	Expenditure to Date	Current Comments	Estimated Outturn 2016/17	Carry Forward 2017/18	(Under) / Over Spend	Div	Target for Completion	Current Status of Project / Notes
		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
											art. New lights to be fitted before April.
YP499	Sandhurst Memorial Park & Shepherds Meadow (S106)	0.9	0.9	0.9	0.0	0.9	0.0	0.0	PTC	Mar 17	Complete. Grant paid to Sandhurst Town Council
82 YP500	South Hill Park (S106)	35.0	34.0	13.6	0.0	34.0	1.0	0.0	PTC	May 17	In progress. Carry forward expected for the creation of the leaflet to accompany and explain the educational trail. It is unlikely that this can be delivered in this financial year, but all the practical elements of the project will be done. The leaflet will need to include pictures of the finished installation, so work on the design can only start when the physical part of the project is done

UNRESTRICTED

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		£000's	£000's	£000's	£000's	£000's	£000's	£000's			
YP501	Bluebell Hill (S106)	11.0	11.0	3.5	7.0	11.0	0.0	0.0	PTC	Mar 17	In progress. Delivery expected this financial year, weather permitting.
YP502	Frog & Domesday Copse (S106)	7.1	5.1	0.8	5.1	5.1	2.0	0.0	PTC	Apr 17	In progress. Delivery expected this financial year, weather permitting.
YP503	South Hill Park	190.0	190.0	18.9	0.0	190.0	0.0	0.0	L&C	Mar 18	Investment in SHP to ensure future year's revenue savings are achieved.
		30,876.9	24,044.3	19,620.1	2,924.3	24,053.9	6,832.6	-0.2			

Annex B: Annual indicators not reported this quarter

Council Plan indicators

Ind Ref	Short Description	Responsible Officer	Previous figure 2015/16	Current Figure 2016/17	Current target	Current Status	Comment & Improvement Action	Data Validation Status	Strategic Theme
2. A strong and resilient economy									
NI167	Congestion - Average delay on Bracknell Forest A-roads - Seconds Per Vehicle Per Mile	Neil Mathews	34.70		2.33			Signed Off	2. A strong and resilient economy
5. A clean, green, growing and sustainable place									
NI192	Percentage of household waste sent for reuse, recycling and composting (Annually)	Janet Dowlman			37.00%			Awaiting Data	5. A clean, green, growing and sustainable place
NI193	Percentage of municipal waste land filled (Annually)	Janet Dowlman			24.00%			Awaiting Data	5. A clean, green, growing and sustainable place
NI168	Principal roads where maintenance should be considered (Annually)	Anthony Radford-Foley	4%		7%			Signed Off	5. A clean, green, growing and sustainable place
NI169	Non-principal classified roads where maintenance should be considered (Annually)	Anthony Radford-Foley	3%		7%			Signed Off	5. A clean, green, growing and sustainable place
L285	Satisfaction with parks and open spaces (Annually)	Stephen Chown			80.00%			Awaiting Data	5. A clean, green, growing and sustainable place

**TO: ENVIRONMENT, CULTURE & COMMUNITIES OVERVIEW & SCRUTINY PANEL
11 JULY 2017**

**EXECUTIVE KEY AND NON-KEY DECISIONS RELATING TO
ENVIRONMENT, CULTURE AND COMMUNITIES
Assistant Chief Executive**

1 PURPOSE OF REPORT

- 1.1 This report presents scheduled Executive Key and Non-Key Decisions relating to Environment, Culture and Communities for the Panel's consideration.

2 RECOMMENDATION(S)

- 2.1 **That the Environment, Culture and Communities Overview and Scrutiny Panel considers the scheduled Executive Key and Non-Key Decisions relating to Environment, Culture and Communities appended to this report.**

3 REASONS FOR RECOMMENDATION(S)

- 3.1 To invite the Panel to consider scheduled Executive Key and Non-Key Decisions.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5 SUPPORTING INFORMATION

- 5.1 Consideration of scheduled Executive Key and Non-Key Decisions alerts the Panel to forthcoming Executive decisions and facilitates pre-decision scrutiny.
- 5.2 To achieve accountability and transparency of the decision making process, effective Overview and Scrutiny is essential. Overview and Scrutiny bodies are a key element of Executive arrangements and their roles include both developing and reviewing policy; and holding the Executive to account.
- 5.3 The power to hold the Executive to account is granted under Section 21 of the Local Government Act 2000 which states that Executive arrangements of a local authority must ensure that its Overview and Scrutiny bodies have power to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the Executive. This includes the 'call in' power to review or scrutinise a decision made but not implemented and to recommend that the decision be reconsidered by the body / person that made it. This power does not relate solely to scrutiny of decisions and should therefore also be utilised to undertake pre-decision scrutiny.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

- 6.1 No advice was sought from the Borough Solicitor, the Borough Treasurer or Other Officers or sought in terms of Equalities Impact Assessment or Strategic Risk Management Issues. Such advice will be sought in respect of each Executive decision item prior to its consideration by the Executive.

7 CONSULTATION

- 7.1 None.

Background Papers

Local Government Act 2000

Contact for further information

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OVERVIEW & SCRUTINY COMMISSION
ENVIRONMENT, CULTURE & COMMUNITIES
EXECUTIVE WORK PROGRAMME

REFERENCE:	I068948
TITLE:	Results of the Article 4 Direction Area Consultation
PURPOSE OF REPORT:	Seeking agreement of the Executive to consider the outcome of the consultation on the Article 4 Direction area and agree to confirm the direction, to come into effect on a date (to be agreed).
DECISION MAKER:	Executive
DECISION DATE:	18 Jul 2017
FINANCIAL IMPACT:	Within existing budget.
CONSULTEES:	Secretary of State and DCLG
CONSULTATION METHOD:	

REFERENCE:	I070293
TITLE:	Brownfield Register for Bracknell Forest
PURPOSE OF REPORT:	To agree the publication of a Brownfield Register for Bracknell Forest (Part 1 and Part 2) by 31st December 2017, in accordance with the Town and Country Planning (Brownfield Land Register) Regulations 2017.
DECISION MAKER:	Executive
DECISION DATE:	19 Dec 2017
FINANCIAL IMPACT:	Within existing budget
CONSULTEES:	Site notice, statutory consultees, amenity groups and other stakeholders in respect of any proposal to enter land in Part 2 of the Register.
CONSULTATION METHOD:	There is only a statutory requirement for consultation on any proposal to enter land in Part 2 of the Register.

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