



NOTICE OF MEETING

**Environment, Culture and Communities Overview & Scrutiny Panel
Tuesday 6 March 2018, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House,
Town Square, Bracknell, RG12 1AQ**

To: Environment, Culture and Communities Overview & Scrutiny Panel

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

cc: Substitute Members of the Panel

Councillors Dudley, Kennedy, Leake, Ms Miller and Virgo

ALISON SANDERS
Director of Resources

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Published: 26 February 2018



**Environment, Culture and Communities
Overview & Scrutiny Panel
Tuesday 6 March 2018, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House,
Town Square, Bracknell, RG12 1AQ**

Sound recording, photographing, filming and use of social media at meetings which are held in public are permitted. Those wishing to record proceedings at a meeting are however advised to contact the Democratic Services Officer named as the contact for further information on the front of this agenda as early as possible before the start of the meeting so that any special arrangements can be made.

AGENDA

Page No

1. APOLOGIES FOR ABSENCE/SUBSTITUTE MEMBERS

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

2. 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 9 January 2018.

5 - 10

3. 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. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.

4. 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.

5. 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

6. PUBLIC PROTECTION PARTNERSHIP UPDATE

To update the Panel on progress in respect of the Public Protection Partnership including a presentation from Sean Murphy, Public Protection Manager. 11 - 14

7. LIBRARY SERVICE UPDATE

Officers attending to update the Panel on progress of the Library Service review. 15 - 18

8. CEMETERY AND CREMATORIUM UPDATE

Officers attending to provide a verbal update on progress regarding the Easthampstead Park Cemetery and Crematorium.

9. BRACKNELL FOREST BOROUGH LOCAL PLAN UPDATE

To update the Panel on progress relating to the Bracknell Forest Borough Local Plan. 19 - 22

PERFORMANCE MONITORING

10. QUARTERLY SERVICE REPORT (QSR)

To update the Panel in respect of the latest available departmental performance as reported in the QSR for the third quarter of 2017/18 (October to December 2017) relating to Environment, Culture and Communities. An overview of the final quarter of 2017/18 will also be provided. 23 - 64

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

11. EXECUTIVE KEY AND NON-KEY DECISIONS

To consider scheduled Executive Key and Non-Key Decisions relating to Environment, Culture and Communities. 65 - 68

DATE OF NEXT MEETING

The next meeting would be held on **19 June 2018**.

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**ENVIRONMENT, CULTURE AND
COMMUNITIES OVERVIEW & SCRUTINY
PANEL
9 JANUARY 2018
7.30 - 9.35 PM**



Present:

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

Executive Members:

Councillors Mrs Hayes MBE and Turrell

Also Present:

Councillors Virgo and Peacey

Apologies for absence were received from:

Councillors Mrs McKenzie-Boyle

In Attendance:

Andrew Hunter, Chief Officer: Planning, Transport & Countryside
Damian James, Head of Performance and Resources
Steve Loudoun, Chief Officer: Environment & Public Protection
Vincent Paliczka, Director of Environment, Culture & Communities

178. Apologies for Absence/Substitute Members

179. Minutes and Matters Arising

RESOLVED that the minutes of the meeting of the Panel held on 19 September 2017 be approved as a correct record and signed by the Chairman.

180. 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.

181. Urgent Items of Business

There were no urgent items of business.

182. Public Participation

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

183. 2018/19 Draft Budget Proposals

The Panel was invited to consider its response to the Executive's draft budget proposals for 2018/19. It was being consulted as part of the statutory consultation

process which would conclude on 30 January 2018, after which it would consider the outcome of the consultation exercise at its meeting on 13 February 2018, before recommending the budget to Council.

Arising from questions and discussion the following points were made:

- Percentage increases were based on market pricing whilst ensuring residents could access services. As a guide most services were raised in line with RPI.
- Concerns were raised about a particularly high increase in the cost of applying for a Street Café and it was noted that prices had been suppressed whilst the Lexicon was being built to encourage new traders and prices now reflected the more prosperous town centre
- Increase in Sports Hire were a reflection of other local authorities cost for similar facilities and followed the councils policy to view competitor's pricing.
- For buildings with a size of over 100,000sqm, it was confirmed that the cost package would be bespoke.
- The affects of China no longer taking aluminium and plastics would have a minimal effect on addressing waste and recycling in the Borough.
- Traffic Survey data was being sold to third party consultants for commercial use and it was questioned whether the price could be increased.
- A range of feedback had been received from members of the public regarding the new LED lights and it was confirmed there would be enough budget to look at individual areas and make adjustments where necessary.
- Steve Loudoun would report back on the costs and capital gains as a result of the new LED lighting installed.
- The delivery of housing by Surrey Heath had been slower than anticipated which meant their requirement for SANG was also reduced. It was confirmed that the land could be returned to BFC for SANG use but was currently not needed.
- Steve Loudoun would report back on why there was 64.4% increase in cost to use the memorial chapel at the Crematorium
- The events charging policy at local libraries was as per council policy so a surplus would be made to cover both the speaker and additional money towards running costs.
- Concerns were raised about the increase in cost for the residents parking scheme as some residents struggled to afford the cost of the permits and consequently were parking just outside the permit zone. It was noted the full cost of the scheme was currently not being covered. Steve Loudoun would confirm what the cost would be to make it cost neutral.
- Concerns were raised about whether the cost savings proposed in the budget would impact services provided by the Council and it was confirmed that the savings were believed to be genuine efficiencies which may increase some risks but would not impact services.

184. **National Highways and Transport Network Survey Report 2017**

The Panel received and noted the findings of the 2017 National Highways & Transport Survey insofar as it related to Bracknell Forest from the Head of Transport Development, Neil Mathews. The panel was advised that:

- The overall satisfaction level had declined by 2 percentage points but remained above average and was the best of all Berkshire authorities.
- The borough retained the highest score for walking and cycling
- The 'Accessibility' theme had declined by 5 percentage points but this came after 2016 achieving the biggest improver award in this theme and Bracknell Forest remained equal with the national average.

- The 'Public Transport' theme had improved by 5 percentage points but remained marginally below the national average.
- Bracknell Forest maintained national top performer for the 'Walking & Cycling' theme despite a 2 percentage point decline in satisfaction.
- There had been a 5 percentage point decline in satisfaction of the 'Tackling Congestion' theme. This could be seen as a response to the increased road works activity in the months leading up to the opening of the Lexicon as well as the significant number of road works associated with all other development within the borough.
- The 'Road Safety' theme saw a 2 percentage point decline in satisfaction although Bracknell Forest remained joint top performers in the South East and joint third of all unitary authorities.
- The 'Highway Maintenance/Enforcement' theme also suffered a 2 percentage point decline although it remained second best performer in the South East and third of all unitary authorities.

Arising from questions and discussion the following points were made:

- The cost of the survey was between £7500 - £8000
- The report was not scientific but gives an overview of how transport is viewed within the borough and how BFC compare with other authorities.
- The department of transport were working with the borough to create more cycle lanes
- It was acknowledged that it was harder to put cycle lanes into rural areas compared to urban areas.
- The general satisfaction score for traffic was lower this year and was partly due to building works and increased traffic. It was hoped this would improve next year.

185. **Environment, Culture and Communities - Delivery of Highway Infrastructure**

The Panel received a presentation on highway infrastructure delivery from Andrew Hunter Chief Officer for Planning, Transport and Countryside.

It was reported that some of the infrastructure would be secured through development for example SANGs, Education and library contributions and others through combing works with other partners such as police and Superfast Broadband.

Some infrastructure was delivered though influencing and lobbying groups such as Rail, public transport and water routes and many were delivered through applications for additional funding.

Strategic growth was modelled through the Bracknell Forest Traffic model and looked at the Bracknell Forest as a whole and the impact of growth on the network.

The mitigation package was developed to inform the local plan and Regulation 123 list and would be delivered through planning permission.

Pictures of the new junctions delivered were shown.

Arising from questions and discussion the following points were made:

- When drafting the local plan, highway infrastructure was assessed by looking at key strategic corridors and the impact of development and then consider how journey time could be improved.
- It was suggested that junction plans were provided as part of the consultation, however the level of detail would not be available at that stage.

- Feedback from residents would be more positive if an indication of junction improvements could be given at consultation stage.
- The funding from infrastructure
- Any changes to infrastructure would include the holistic side and character of the area and this had already been implemented for the Coral Reef roundabout where new trees were planted.
- Following the development of an area, corridor journey times would return to levels before the development or better.
- The timescale for the work current Regulation 123 list would be completed over the next three years.
- A list of road improvements and locations was located in the infrastructure delivery plan. The Head of Planning would give members a list of highway junction improvements before the second consultation which would provide a more detailed analysis of junction improvements.

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

The Panel received and noted a report on progress towards developing the new Bracknell Forest Local Plan. The report also outlined the programme for the plan to its adoption. The Panel was advised that the Plan was to be a single document in three parts. The first part would contain background and context, the second part, strategic matters, and the third part would cover Development Management policies.

The Panel noted the following key dates within the Plan programme:

- Draft Plan approved by Executive January 23rd 2018
- Draft Plan endorsed by Full Council 1 February 2018
- Draft Plan consultation 8 February – 26 March 2018
- Consider responses and prepare submission version April – August 2018
- Executive approve draft submission plan and authority to submit September 2018
- Full Council endorse Draft submission plan and authority to submit September 2018
- Publication (consultation for 6 weeks) October/November 2018
- Consideration of representations December 2018 - January 2019
- Submission February 2019
- Examination May – June 2019
- Inspectors Report September 2019
- Report to Council/Adoption October 2019

The Panel also noted that the Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy SPD was to be updated with the main change being the inclusion of updated rates for the facilitation amounts to be charged from

new development which were to be increased to reflect a more commercial approach to the release of public land to enable development and identifying new SANG capacity in the Borough and providing more up to date information on the types of development requiring SPA mitigation.

A Joint Minerals and Waste Local Plan was also being 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.

187. 2018/19 Overview and Scrutiny Work Programme

The Panel received a report on the 2018/19 Overview & Scrutiny Work Programme inviting it to suggest possible topics to add to the current items which included Integrated Transport and Regulatory Services. The Panel was advised that both Overview & Scrutiny posts were vacant which would have an impact on the delivery of reviews for the immediate future including HMO's.

Cllr Brossard would circulate the presentation on the fire prevention from the fire service.

It was suggested that the fees and charges were re-examined by the commission in order to gain clarity on the percentage increases and how they related to both other local authorities and commercial charges.

188. 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 second quarter of 2017/18 (July to September 2017) relating to Environment, Culture and Communities. The report highlighted exceptional performance, remedial action being taken against under performance, changes in risk, customer feedback, staff data and financial information.

The Director of Environment, Culture and Communities highlighted a number of items from the report and presented an overview of the first quarter performance.

Arising from questions and discussion the following points were noted:

- The council was still getting value for money on the Coral Reef leisure contract despite increased sales as any risk had been transferred to the contractor and the contract would span over 10 years when sales would potentially drop.
- The bill of quantities was inaccurate for the building of Coral reef and this would be updated in the coming weeks.
- Recruitment of volunteers in libraries had been successful however the co-ordination could be difficult as staff often wanted 2-3 hour slots. This would continue to be looked at.
- The roll out of the new street lighting would not be slowed down as a result of complaints but localised adjustments would be made.

189. Executive Key and Non-Key Decisions

The Panel received and noted the list of forthcoming executive decisions relating to Environment, Culture & Communities.

190. **Next Meeting Date**

The next meeting would be held on **6 March 2018**

CHAIRMAN

**TO: ENVIRONMENT, CULTURE & COMMUNITIES OVERVIEW & SCRUTINY PANEL
6 MARCH 2018**

REGULATORY SERVICES – JOINT SERVICES PARTNERSHIP ONE YEAR ON Director of Environment, Culture & Communities

1 PURPOSE OF REPORT

- 1.1 This Council entered into a Partnership with West Berkshire and Wokingham in January 2017 to bring together all of the regulatory services functions. These functions were those discharged by the environmental health, trading standards and licensing services. This paper looks back at the learning, the progress and the challenges yet to be faced.

2 RECOMMENDATION

- 2.1 **That the Overview and Scrutiny Panel considers the detail as presented to the meeting and reflects on the progress made to date.**

3 REASONS FOR RECOMMENDATION

- 3.1 The Council has made a significant decision to enter into a Partnership with two other Berkshire authorities. The nature of that service is such that it provides for a wide range of mandatory functions that are now discharged as part of a wider group that is managed through a joint committee but administered through West Berkshire. The Council needs to be satisfied with the arrangements.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None. The views of the Overview and Scrutiny Panel are being sought so as to inform the future decision making and reporting process. The Council needs to be confident that the arrangements ensure that it continues to meet its mandatory obligations as well as the delivery of quality services to its residents and businesses.

5 SUPPORTING INFORMATION

- 5.1 This Committee was asked on the 20th September 2016 to consider a proposal to set up a Public Protection Partnership with West Berkshire and Wokingham Councils. The proposal was put forward on the understanding that there would be a £150k saving in staff cost. In agreeing the proposal the Council accepted the way that the service would need to be delivered in the future would have to change if that level of cut were to be delivered. It meant that the nature of the service would change so that it was to be more intelligent led and be focussed around the delivery of the Agreed Strategic Priorities as determined a Joint Committee in whom delegated authority had been vested by all three partners. The consequence was the loss of the ability to use the service as had been custom and practice over the years to be as reactive as it had been. The proposals were agreed by all three councils and the new service came into operation just a few months later on the 9th January 2017.
- 5.2 The timetable for effecting such massive change was incredibly ambitious. The entire programme had been conceived and made operational within some 6 months. This was achieved outside and unaided by any 'transformation process' within any of the three councils. Whilst outside any such programme it is an example of significant achievement and opportunity for learning. One of the most significant factors is that

that this was set up as a 'Partnership' rather than a 'lead authority arrangement'. This has led to and continues to give rise to confusion from time to time in all authorities. The nature of the agreement is such that that staff within the Partnership (although paid by West Berkshire) remain in the employ of all three authorities acting for and making decisions on behalf of each Council under the direction of the Joint Committee and oversight of the Joint Management Board.

- 5.3 In order to 'go-live' in such a short timescale it was recognised that there would have to be compromise between the ideal and the practical. Staff were brought together largely under a best fit arrangement under two senior managers. That structure was always going to be an interim arrangement that would need to change over time to better reflect need. An early change has been effected initially on a short term basis, taking advantage of when one of the senior managers gained a promotion. The post was not replaced at that level. One year on the service is now looking at its management level with a view to effecting better service integration and the delivery of further service efficiencies. The challenges associated with merging three professional disciplines from three councils to form one common culture working from three locations are not to be underestimated. One unexpected consequence of the change has been to try to get former colleagues to understand that the PPP staff as still in effect employed by the council. They are not there on behalf of a private business there to make a profit for example.
- 5.4 During the early days there were also several other specific challenges to address; IT was and still is a big one. The current working arrangements require some double kitting of equipment as staff working in different offices cannot access each councils system via one PC. The service currently operates through three software systems. One of the priorities is to evaluate the cost benefits that might arise from a consolidation of the systems working from one not two operating systems i.e. Windows 7 and Windows 10 as currently is happening.
- 5.6 The other significant barrier to efficient working is accommodation. Mindful of all three partners requirements to maintain local 'drop in' facilities several options have been explored to date. One of the options that became available was for the use of some accommodation in Theale. The Partnership has been able to take occupation of three rooms that adjoin the local library and these have been fitted out to enable the PPP response team to be based from there. In addition it is planned to consolidate operational support staff there so that for example functions like licensing administration can be centrally managed. Doing so improves efficiency and resilience as well as improving the overall service offer with more reliable turnaround times etc.
- 5.7 In setting up the service, the governance model and learning BFC gained from its involvement with re3 (the joint PFI contract) has been invaluable. For the Partnership to work getting the governance arrangements right has been critical. Whilst there has also been a period of learning with that relationship the Joint Committee has met 3 times to date and their prime purpose is set up and monitor the delivery of the strategic priorities. They have control of a combined budget of circa £3.4m net and currently 105 staff. The funding arrangements are set so that each council pays an agreed percentage of the costs based on their original contribution. In doing so the risk is shared in the same proportions as would be any savings that may accrue. In practice it now means that should one partner wish to reduce its costs then the impact across the Partnership has to be considered and agreed by all. You could not have a situation for example whereby some common service is delivered to a lessor level than across the rest of the Partnership.

- 5.7 Looking back over the first year it is fair to say that the size of the task was underestimated. The service has had to face unexpected challenges in setting the operation up. That said the service to the public has continued to be delivered with few issues and to good effect. Some of the early common gains include having a joint training for all licensing members and a single contribution to the Safety Advice Group (SAG) process rather than one at each council. They are now working on the consolidation of common policies and moving towards having a single fees and charges structure. In conclusion it is fair to say that whilst there is still much to be done the efficiency of the regulatory function has improved through the better use of combined team resources and the Governance arrangements have become established to good effect.
- 5.8 A presentation will be given in support of this report that illustrates how the business is being managed proactively according to council priorities rather than the services functions.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

6.1

Borough Treasurer

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

Equalities Impact Assessment

6.3 Not applicable.

Strategic Risk Management Issues

6.4 The PPP have been given delegated authority to discharge numerous mandatory duties on the Councils behalf. Should the PPP fail to do so then there could be liability to this Council.

7 CONSULTATION

Principal Groups Consulted

7.1 Not applicable.

Method of Consultation

7.2 Not applicable.

Representations Received

7.3 Not applicable.

Background Papers

Report to Overview and Scrutiny: Regulatory Services – Joint Services Proposal. 20th September 2016

Contacts for further information

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**TO: OVERVIEW AND SCRUTINY PANEL
6 MARCH 2018**

**Library Service Review - Progress Report
Director of Environment, Culture and Communities**

1 PURPOSE OF REPORT

- 1.1 To update the Overview and Scrutiny Panel on the progress with regard to the Library Service review.

2 EXECUTIVE SUMMARY

- 2.1 The Transformation Review of Libraries recommended the retention of all 9 libraries and to make the required £400,000 saving from operational efficiencies particularly in stock management, increased use of volunteers and to introduce Technology Assisted Opening. This report highlights that good progress is being made.

3 RECOMMENDATION

- 3.1 **That the Overview and Scrutiny Panel notes the progress in implementing the outcomes from the Transformation Review of Libraries.**

4 REASONS FOR RECOMMENDATION

- 4.1 The Overview and Scrutiny Panel has a role in reviewing the progress being made in relevant transformation reviews.

5 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Not applicable. The Chairman of ECC Overview and Scrutiny requested the update.

6 SUPPORTING INFORMATION

- 6.1 In April 2016 a transformation review of Bracknell Libraries sought to identify £400,000 savings over two years (originally £250,000 in 2017/18 and £150,000 saving in 2018/19). The agreed plan to make this saving was to make substantial efficiency savings mainly from how we manage library stock, to develop a stronger community role within our libraries through the use of volunteers, and to significantly improve access to libraries, something which was identified as needed through public consultation, by introducing Technology Assisted Opening and self-service. Critically all libraries would remain open.
- 6.2 The project is progressing well with the stock efficiency savings being realised, excellent levels of volunteering achieved and a supplier of the technology has been procured. There has been a slight delay in the works needed to install the technology resulting in the £400,000 saving now being profiled as £250,000 in 2017/18, £120,000 in 2018/19, and the final £30,000 in 2019/20. Otherwise the plan following the transformation review is being implemented well although in fact the

potential for project slippage as a consequence of the technological procurement was always identified as a risk.

Technology

- 6.3 The introduction of self-service kiosks and technology enabled opening will bring more flexibility, automate many routine tasks and help to increase opening hours.

Tagging for new RFID tracking technology has been completed in all libraries, however, those books out on loan have not all been tagged. In order to complete the process it will be necessary to install some software on corporate PCs followed by training for the Supervisors.

Building works in preparation for the new technology has started with Great Hollands having been completed, Whitegrove in progress and Binfield to commence in March.

All 9 libraries will be receiving self-service kiosks and technology enabled opening. Binfield library will be the first to have self-service kiosks implemented closely followed by Sandhurst and then Birch Hill.

Volunteering

- 6.4 This programme aims to complement the staffing so that the libraries can retain what customers value so much, knowledgeable library staff, whilst making the required changes.

Over 100 volunteers have been appointed and are working alongside staff to provide the service and enable extended lunchtime opening hours. This has been achieved at Sandhurst, Birch Hill, Great Hollands and Ascot Heath so far.

Recruiting volunteers into Saturday and evening posts still remains more challenging and seemingly of less interest at the present time. Geographical recruitment targeting started mid-January; as community publications are issued, to focus on those areas where volunteer interest has been lower. (Binfield, Crowthorne and Whitegrove libraries)

There will be a celebration event for volunteers in early April to recognition the achievements of our volunteers.

Service Remodeling

- 6.5 Remodelling of roles and responsibilities at all levels is essential to achieve the new vision for the service. A review of staffing levels, roles and responsibilities is being carried out and will create a structure capable of this.

This is a two stage process, with the first phase completed, which focussed on management and supervisors levels, as well as the administrative support and stock management team.

It now focuses on the frontline staff required, following the implementation of new technology and single staffing and will propose to change the way branches are managed across the borough. Planning for this is underway and a final proposal is being agreed with staff consultation likely to begin April 18.

Harmans Water Library

- 6.6 Preparing revised feasibility plans for a new library at Harmans Water. Capital approval should be agreed at the end of February and the project can begin.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 7.1 Not requested

Borough Treasurer

- 7.2 The re-profiled savings target forms part of the council's 2018/19 and 2019/20 budget proposals.

Equalities Impact Assessment

- 7.3 All libraries other than Bracknell Library will be fully accessible during Technology Assisted Opening. A briefing note was taken to the Bracknell Forest Access Group on Wednesday 21st February regarding the unique circumstances relating to this library and based on the facts that Bracknell Library has the longest staffed hours of all libraries and that access will be available at all other libraries concluded that the council's current approach was reasonable and suitably measured.

Strategic Risk Management Issues

- 7.4 Libraries reach out into the heart of our communities and it is important that services remain accessible

8 CONSULTATION

Principal Groups Consulted

- 8.1 None relating to this report

Background Papers

Transformation Review of Libraries
Access Group report

Contact for further information

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**TO: ENVIRONMENT, CULTURE & COMMUNITIES OVERVIEW & SCRUTINY PANEL
6 MARCH 2018**

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

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is update the Panel on progress of the new local plan and outline the progress to date and the programme for the plan from the present time to adoption.

2. RECOMMENDATION

That the Panel notes the programme for the production and adoption of the new Bracknell Forest Local Plan and other planning policy documents.

3. REASONS FOR RECOMMENDATION

- 3.1 To advise the Panel of progress being made on the new Local Plan and the programme leading to its adoption. To advise the Panel of progress being made on the Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy SPD and the Joint Minerals and Waste Local Plan.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None.

5.0 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 available on the Council website on the links below:

Development Plan Documents:

<https://www.bracknell-forest.gov.uk/planning-and-building-control/planning/planning-policy/development-plan>

Supplementary Planning Documents:

<https://www.bracknell-forest.gov.uk/planning-and-building-control/planning/planning-policy/supplementary-planning-documents>

Documents that are under preparation

The Bracknell Forest Local Plan

- 5.3 The programme for the new Local Plan (LP) is proposed to be amended in the Local Development Scheme (LDS). The LP will be a single document in three parts. The first part will contain background and context, the second part, strategic matters (for example overall requirements on housing, employment etc, and any associated allocations), and the third part will cover Development Management (DM) policies.
- 5.4 The scope of the LP has been described in previous update reports. The early stage Issues and Options consultation closed on the 25th July 2016. Responses were received from around 80 individuals and organisations with around 1,000 individual comments made in their responses. The consultation responses 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.
- 5.5 The policies in the Draft Local Plan have been developed through regular meetings of the Members Local Plan Working Group. This Panel has received regular updates on progress through the Local Plan Update reports which have been a regular item since October 2011.
- 5.6 Table 1 below sets out the updated programme for the preparation of the LP which was approved at the Executive meeting in January 2018 and at the Extraordinary Council Meeting on 1st February 2018.

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 | November – December 2016 | Completed |
| Further evidence and analysis / produce draft document | July 16 – December 2017 | Completed |

| Stage | Target Date | Status |
|--|------------------------------|---------------|
| Draft Plan approved by Executive | 23 January 2018 | Completed |
| Draft Plan endorsed by Full Council for consultation | 1 February 2018 | Completed |
| Draft Plan consultation | 8 February – 26 March 2018 | Commenced |
| Consider responses and prepare submission version | April – August 2018 | Programmed |
| Executive approve draft submission plan and authority to submit | September 2018 | Programmed |
| Full Council endorse Draft submission plan and authority to submit | September 2018 | Programmed |
| Publication (consultation for 6 weeks) | October/November 2018 | Programmed |
| Consideration of representations | December 2018 - January 2019 | Programmed |
| Submission | February 2019 | Programmed |
| Examination | May – June 2019 | Programmed |
| Inspectors Report | September 2019 | Programmed |
| Report to Council/Adoption | October 2019 | Programmed |

Other Documents in Preparation

Thames Basin Heaths Special Protection Area Avoidance and Mitigation Strategy SPD

- 5.7 This will be an updated version of the current Spd which was adopted in March 2012. The SPD explains how negative impacts of residential development on a special protection area for rare birds will be avoided and mitigated. The main change from the previous version is the inclusion of updated rates for the facilitation amounts to be charged from new development which are increased to reflect a more commercial approach to the release of public land to enable development. Other updated elements include Identifying new SANG capacity in the Borough and providing more up to date information on the types of development requiring SPA mitigation.
- 5.8 The draft SPASPD was subject to a full public consultation for six weeks between January 8th and February 19th 2018. All consultation responses are now being considered in preparing a final version of the SPASPD which will be considered by the Executive for adoption as planning guidance in spring 2018.

Joint Minerals and Waste Local Plan

- 5.9 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 ran 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:

https://files.bracknell-forest.gov.uk/sites/bracknell/documents/local-development-scheme-2016-to-2019.pdf?WOQsXU_jrYDOMUSOsjjcOPcWtHy5KigI

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QUARTERLY SERVICE REPORT

ENVIRONMENT, CULTURE & COMMUNITIES

Q3 2017 - 18
October - December 2017

Executive Members:

Councillor Mr Chris Turrell
Councillor Mrs Dorothy Hayes
Councillor Iain McCracken

Director:

Vincent Paliczka

Date completed: 13/02/2018

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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 third quarter of the year sees a continuation of generally positive activity with the new town centre bedding in, transformation projects continuing to progress and the wide array of public services being delivered to residents, generally if not entirely to a high standard.

The new Town Centre continues to attract large numbers of visitors and early car parking figures indicate a very positive financial position albeit some of the final costs associated with the car parks (mainly business rates) have still to be finalised. The most popular car park as expected is The Avenue, then High Street, then Braccan Walk. This is most sensibly explained by the ease of access customers have to the respective car parks and their location relative to shopping hubs since, although The Avenue is the newest, all our car parks are attractive and well lit, have identical pricing structures, and now have the same ticketing arrangements now that chip coins have been replaced by cards in High Street and Braccan Walk. As a consequence of not having to replace the old "coin" when one is lost, the charge for a "lost ticket" has been reduced from £12 to £10 and Members are asked to note this. The new town centre highway infrastructure is working extremely well in managing traffic flows but equally encouraging is the information from bus operators that patronage of town centre busses has increased since the opening of The Lexicon.

Staffing shortages and structures gave rise to a slight deterioration in street cleansing performance but it is felt this has been addressed by the creation of new area based working arrangements. In the Town Centre, where maintaining the new surfaces to a enough standard has been challenging given that it relates more to the type of surface rather than the application of resource, a protective coating has been applied to the most high wear areas with the expectation this will improve quality. This will be monitored in the coming months.

In general, the transformation projects now in the "implement" phase are making progress although some of the timing may slip. Leisure Services, expected to meet or exceed its £900,000 target, should be complete when Bracknell Leisure Centre, Coral Reef, and Downshire Golf Complex are managed by "Everyone Active" from 1st March. Discussions are ongoing whether different investment approaches might improve the council's revenue position. The Library Review is also set to meet its £400,000 target although a delay in implementing the technology means there will need to be a minor re-phasing of the saving beyond 2018/19. This possibility was clearly set out in the review as a risk. Finally, South Hill Park savings may need to be re-phased due to what is anticipated to be a long term beneficial change in its catering and function proposals. Planning and Building Control and Parks and Countryside continue to make progress.

Most services identify some positive progress but of particular note is the £3.3m grant from DfT for the dualling of Downshire Way, retention of OHSAS 18001, levels of CIL income and of course the Platinum Award for Loo of the Year at The Look Out.

Highlights and remedial action

Good performance

Planning, Transport and Countryside

Planning

- Performance on minor and other applications continues to exceed new increased performance target.
- Pre-application responses are meeting new target
- CIL income target for whole year has been exceeded by the end of the third quarter (over £3.1 million received).
- Draft Local Plan prepared and presented to Local Plan Working Group
- Significant progress on transformation review with proposals for changes to SPA mitigation, pre-application process/fees, improving internal processes and enabling greater use of online services
- New Draft Supplementary Planning Document for the Thames Basin Heaths SPA was approved for consultation by the Executive in December.

Building Control

- Building Inspector, a mobile application allowing the potential for electronic administration of the Building Control service on-site has now been installed and is in the process of being tested and configured. Combined with hybrid tablet/laptop computers in Building Control, this will remove the need for printing plans and the production of paper case files for applications.

Transport

- New town centre transport infrastructure is complete and operating well. No significant incidents were encountered over the Christmas period. Monitoring will continue and refinements made in line with changing traffic demands.
- Extended evening and Sunday bus services are now operating to support the town centre. Bus operators report that patronage has increased since the Lexicon opened on 7th September and a number of services have been modified to suit demand.
- The Department has been successful in its bid to the DfT for funding towards the duelling of the A322 Downshire Way between Horse and Groom and Twin Bridges junctions. £3.3m has been awarded and work is now in the planning phase with a likely start in early 2019.
- The Department has secured external technical support (via DfT) to assist in the production of a Local Cycling and Walking Infrastructure Plan - a new national initiative.
- Phase 1 of the A329 London Road highway improvement scheme (joint funded with Thames Valley Berkshire LEP) is now complete. Phase 2 starts at Martins Heron Roundabout on the 2nd January 2018.
- The remaining 2017/18 Integrated Transport Capital Programme is progressing well with two final local safety schemes to install, namely the Malt Hill/Bracknell Road/Hayley Green crossroads and the Forest Road/Bracknell Road junction.
- The latest 'various roads' parking restriction Traffic Regulation Order and Disabled parking Traffic Regulation Orders have both been completed. Work on the next review has commenced.
- The latest 'various roads' parking restriction Traffic Regulation Order and Disabled parking Traffic regulation Order has been completed.

- Work is continuing in securing and implementing highway agreements for infrastructure associated with strategic housing sites across the borough. Highway works associated with the TRL development site has commenced and is advancing. Work around the Amen Corner (North) development is nearing completion.
- Strategic transport modelling work continues in support of the new local plan development. Initial findings will feature within the forthcoming plan consultation.

Regeneration and Economy

- Lexicon marked first quarter trading with excellent visitor numbers and trading figures.
- Christmas celebrations launched in November and events and promotions were staged throughout the Christmas period.
- Key action for early 2018 is to finalise the events programme for the coming year.
- Review of the Masterplan was successfully completed and presented to key stakeholders in November 2017. There is an agreed action plan to develop and implement the next steps. BFC is working with BRP and other key stakeholders to affect this.
- Discussions in relation to the BID are ongoing and slightly behind schedule. The Regeneration and Economy team is undergoing a complete change in personnel and structure and the BID group are now looking to an outside organisation to project manage the project. The hope is to agree this in the early part of 2018.

Parks and Countryside

- Biodiversity - a new Bracknell Forest Biodiversity Action Plan 2018-2023 is being drafted, which will take up from where the previous plan ended. The plan promotes people and organisations working together to deliver action for biodiversity locally and will go out for public consultation once prepared, which is likely to be in February.
- Large scale biodiversity enhancements delivered during the last quarter include:
 - 100 metres of native hedgerow was laid by the Hedge and Woodland Conservation group at Larks Hill.
 - An annual 'Bash and Burn' heathland conservation event took place at Wildmoor Heath and involved staff from BFC Parks & Countryside, Berks, Bucks and Oxon Wildlife Trust, Bracknell Conservation Volunteers, SPA wardens and National Trust rangers and their volunteers.
 - Public conservation events also took place at Wildmoor Heath (heathland management) and Shepherd Meadows (meadow management).
- Conservation volunteering
 - Volunteers contributed 1053 hours between October and December. Activities carried out by groups such as the Bracknell Conservation Volunteers and the Heritage Parks volunteers [help](#) to maintain the high quality standards of our parks and countryside [and](#) provides health and wellbeing benefits to the volunteers.
- Heritage Parks (Lily Hill and South Hill) - the Christmas Treasure Hunts at the heritage parks were a huge success with over 800 children taking part in the events which were held across 2 days.
- Publicity and Marketing - the winner of the Parks Photo Competition, which was themed My Favourite Bracknell Forest Green Spaces, was announced from the 91 images submitted to the competition, which is open to amateur photographers, and celebrates the fantastic variety of green spaces in the borough. Options are being explored to collaborate with Economic Skills and Development Partnership (ESDP) with regards to the future running of the competition.
- Articles were featured in the Bracknell News for the Christmas Treasure Hunt, Photo Competition result and Tree and Woodland Strategy consultation and the BBC carried out an on-site radio interview with Stephen Chown, Heads of parks and Countryside about the new Tree Strategy.

- The Rights Of Way Improvement Plan (ROWIP2) was approved on 19 December. This covers the management of public rights of way and the wider greenspaces network over the next 10 years.
- Accessibility improvements carried out over the last quarter include installation of a new gate and footbridge on Winkfield FP9. This work is being carried out in partnership with the South East Berkshire Ramblers.
- S106 - Executive Member approval was given on the 8th December to allocate £70,000 of s106 open space and rec. funding to upgrade play facilities at Pope's Meadow play area. This will replace outdated facilities and maintain high quality standards at this Green Flag awarded site.
- A new pond, wood carvings and a community garden were established at Ambarrow Crescent, with the help of volunteers.
- SANG enhancements - new wildlife themed interpretation boards have been installed at Longhill Park.
- Working in conjunction with Thames Water, trees were removed from the balancing pond at Garth Pond, which will improve its functionality and wildlife value.
- Improvements have been carried out to the bicycle rack at Larks Hill.
- Feedback from the public consultation on the new Bracknell Forest Tree and Woodland Strategy, which ends on the 8th January, is due to be compiled and analysed.

Environment and Public Protection

Cem and Crem

- The Cemetery and Crematorium has had a slight increase in income over that projected for the period. This has helped offset the loss of business whilst the premises were closed to enable some of the noisier construction works in relation to the construction of the new Chapel. That programme has since slipped and the opening date is now late spring.
- The new floral tribute area has been completed as have the final snagging items to the new car park area. Works to prevent parking on the grass verges outside the grounds are well advanced.

Waste and Recycling

- The amount of waste being landfilled is very low and in Q2 was only 10.6%.
- The work necessary to extend the SUEZ waste collection contract extension from April 2019 to March 2026 is underway with a project team meeting monthly including the contractor, waste team managers and Head of Procurement. It is proposed to report progress to the next meeting of this Committee.

Parking

- During the quarter the car park equipment on both the High Street and Braccan Walk car parks has been upgraded. All three BFC operated multi-storey car parks now operate the same ticket entry and exit equipment. In addition a 'nesting area' for BFC use has been created in the High Street car park. This will go live in the spring once the works to Time Square are completed and car parking at Time Square is re established.
- The Council offers cheaper season tickets intended for local town centre business use at both Albert Road and Wick Hill. They have proved very popular and it has been necessary to cap them at the present numbers to ensure that we retain sufficient spaces on those sites for casual parking.
- The Avenue continues to be very popular although we have yet to reach full capacity. Overall there is ample car parking in the town centre.

Leisure and Culture

- Catering income at The Look Out (TLO) continuing to better targets.
- Platinum Loo of the Year and excellent rating received for Customer Service Excellence awards at TLO.
- Income at Bracknell Leisure Centre (BLC) continues to over-perform budget, primarily due to successful fitness sales and retention. During 2017 Platinum membership numbers have been tracking at their highest level in at least 9 years.
- 3M Hall roof at BLC replaced ahead of schedule thereby minimising adverse effect on gymnastics use.
- Coral Reef officially re-opened by HRH The Countess of Wessex on 29th November 2017.
- OHSAS18001 Occupational Health & Safety Management Registration with BSi maintained for all the leisure sites following BSi visit in December 2017. This registration has been continuously maintained since 2001. This will have been the last BSi visit in relation to the current scope of leisure facilities due to the transfer of BLC, DGC & CR to Everyone Active in March 2018.

Areas for improvement

Environment and Public Protection

Cem and Crem

- The new chapel construction works had to be stopped. However they have now resumed and we are hoping to be out of the ground by mid-January.

Waste and Recycling

- The council recycling target is 45% for this year as there is a national target of 50% to be achieved by 2020. Recycling in the Borough however like in many other councils is not improving. We are currently at around 41%. We are unlikely to achieve the 45% target in the current year. The Re3 contractor continues to investigate outlets for recycling more materials and assessing the changes needed to enable the re3 Councils to access sustainable markets. Initiatives continue to be explored and as viable options are established these will be brought forward.

Leisure and Culture

- Implementation of self-service technology within the Library service has been subject to some delays.

Planning, Transport, Parks and Countryside

Planning

- Appeals performance continues to be below target – individual decisions will be reviewed and lessons learnt, identified and acted upon.
- Performance on major planning applications is below target for the quarter but only due to one case out of five being over time – without that one case going over performance would have been 100%.

Audits and Risks

- Challenging period starting at leisure sites as we prepare to transfer management of BLC, Coral Reef & Downshire Golf Complex to Everyone Active on 1st March 2018. This can be a nerve-racking time for staff, at a time when we need to ensure continued smooth operation of the facilities. To mitigate there have been, and will continue to be, plenty of opportunities for staff to engage with the council and Everyone Active.

There is also a detailed mobilisation plan in place to manage the transition process over the coming weeks, which involves a wide range of expertise from Everyone Active, and tasks that will involve a wide range of council support such as ICT, HR, Comms, Finance etc, working with the Leisure Programme Project Team.

Budget position

The original cash budget for the department was £35.828m. Net transfers of £0.016m have been made bringing the current approved cash budget to £35.844m. There are eleven variances to report against this budget in the third 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 three emerging issues:

- Based on costs and income received to date it is projected that the catering function at the Downshire Golf Complex will exceed the net income target by £15k, this is despite the potential impact of the works at Easthampstead Cemetery & Crematorium deterring custom. In addition there have been various vacancies across the administration roles resulting in a projected variance of £30k against staffing budgets. The Golf shop is also projecting a positive variance with net income exceeding expenditure by £15k.
- Whilst the Council is now taking in more car parking income from fees and charges (mainly from the Avenue car park) we are still awaiting details of some running costs to be able to make accurate forecasts, however early projections are for a surplus of £200k in this financial year. The opening of the new retail quarter has certainly resulted in more car park demand but that brings with it additional maintenance and running costs. The operation in the Avenue has still to settle so that we can have confidence with the systems. The parking demand in Braccan Walk has fallen significantly and the High St is largely now occupied by council staff and existing season ticket holders during the week. What usage data we have is distorted by the initial opening surge and the run up to Christmas. As yet no car park has got to capacity. Work will continue over the coming months to build as robust a model as possible
- Whilst it had been known that the progression of the Coral Reef project would mean the closure of the facility until September 2017 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.

However the performance of Coral Reef continues to reduce the demand for contingency which currently stands at £340k.

Capital Budget

The Committee's capital budget for the year was set at £13,369,000. This included £6,318,000 of externally funded schemes

In addition to the carry forwards and additional funding received in Quarters 1&2 of £2,743,630. In quarter 3 there has been a transfer of £472,660 from Town Centre funding for four town centre redevelopment projects taking the Departments budget to £22,903,290.

The department currently anticipates around 92% of the total approved budget to be spent by the end of the financial year, since there are a number of budgets including the Chapel at the Cemetery & Crematorium, Martins Heron roundabout and LED scheme 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.

Section 2: Strategic Themes

Value for money



| 1: Value for money | | | |
|---|------------|--------|---|
| Sub-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 (E)(T) | 31/03/2018 | | Preferred bidder has been selected and aware of contract has been approved by the Executive on 21st November 2017. |
| 1.2.08 Undertake a review of the library service and implement the findings (E)(T) | 31/03/2018 | | Implementation of the volunteer recruitment programme continued, with 100 volunteers registered across the service, and extended lunchtime opening has been achieved at Sandhurst, Ascot Heath and Birch Hill Libraries. Phase 2 consultation and restructure of the Supervisors was brought forward and has now been completed, and they have undertaken training in managing volunteers. All staff have received training in change management. Bibliotheca has been awarded the contract for the implementation of self-service technology and technology-enabled opening. |
| 1.2.09 Undertake a review of Arts provision and implement the findings | 31/03/2018 | | South Hill Park has made the required budget savings for 2017/18 and made good progress with the Governance arrangements. However, it appears unlikely that the additional planned budget reduction of £100,000 for next year will be possible and may need to be phased over two years. |
| 1.2.13 Undertake a transformation review of Parks and Countryside seeking to make financial savings for the council (T) | 31/03/2018 | | The 'Plan Phase' of our transformation cycle is now nearing completion. During this phase the main focus has been one of enhancing and maintaining the service, whilst seeking to maximize income and identify efficiencies. Individual work package business cases, which incorporate recommendations and savings or income linked to these, have been produced and presented to board. A key piece of work has focused on the creation of a new income generating Country Park within the borough. With the help of external consultants we now have a business case which contains 3 proposals for consideration. Three groups of service re-design workshops have been completed with key stakeholders and recommendations and efficiencies have been brought forward as a result. Public survey consultation is running from 12 December 2017 to 23 January 2018 and aims to understand the views of users, of parks and open spaces in the borough (local residents and people from outside the borough), on some of the topics we are exploring. The total target of £400k potential savings to be |

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| | | | achieved, out of a budget of £1.2m, for April 2018, remains challenging. Many of the options are longer term. Project status is amber as a result. Work being undertaken as part of the Planning and Building Control Review on the Thames Basin Heaths, is progressing well and the savings from that element of the review will be shared equally with the Parks and Countryside Review. A plan phase Gateway Review will be held on March 21st 2018 where we will seek support from the borough councillors to fully implement proposals. |
| 1.2.14 Undertake a transformation review of Planning and Building Control seeking to make financial savings for the council (T) | 31/03/2018 |  | Plan Phase in progress with several workstreams progressing. Plan Phase Gateway Review booked for 14 March 2018. |
| 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 |  | Due to the poor performance and workmanship by the Contractor of the installation of the ground beams it was agreed that they would be cut out and reinstated. This has resulted in a further delay in completing the works and the Contractor is now reporting works will be completed during May |
| 1.3.04 Commission the new car park at the Lexicon | 30/04/2017 |  | Car park opened on schedule |
| 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 (T) | 31/03/2018 |  | The contract for the implementation of self-service and technology-enabled opening of all nine libraries has been awarded to Bibliotheca, and the company has completed site surveys. However, there has been a delay in ordering self-service kiosks as a solution for the compliancy required for unattended payments has not yet been resolved. |
| 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 |  | Awaiting submission of Warfield draft NDP |
| 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 |  | <ul style="list-style-type: none"> • The overall satisfaction level has declined by 2 percentage points but remains above average. • The 'Accessibility' theme has declined by 5 percentage points but this came after 2016 achieving the biggest improver award in this theme and BFC remains equal with the national average. • 'Public Transport' theme has improved by 5 percentage points |

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| | | | <p>but remains marginally below the national average. • BFC maintain national top performer for the 'Walking & Cycling' theme despite a 2 percentage point decline in satisfaction. • There has been a 5 percentage point decline in satisfaction of the 'Tackling Congestion' theme. This could be seen as a response to the increased road works activity in the months leading up to the opening of the Lexicon as well as the significant number of road works associated with all other development within the borough. • The 'Road Safety' theme saw a 2 percentage point decline in satisfaction although BFC remains joint top performers in the South East and joint third of all Unitary Authorities. • The 'Highway Maintenance/Enforcement' theme also suffered a 2 percentage point decline although it remains second best performer in the South East and third of all Unitary' s. Each individual Highway Authority unit will now reflect on these findings and identify any actions necessary to improve or consolidate the perceptions of the public.</p> |
|--|--|--|---|

1.7 Spending is within budget

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| 1.7.05 Implement savings as identified for 2017-18 (T) | 31/03/2018 |  | The additional income of £50k identified for EHPCC is not going to be achieved, there are concerns this may be linked to both the works at the Cemetery/Crematorium and also rumours surrounding the future of the Conference Centre. |
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| 1. Value for money | | | | | |
|--------------------|---|----------------------------|---------------------------|----------------|---|
| Ind Ref | Short Description | Previous Figure Q2 2017/18 | Current figure Q3 2017/18 | Current Target | Current Status |
| L255 | Subsidy on leisure services (Quarterly) | 83,627 | 146,686 | -294,905 |  |



A strong and resilient economy

| 2: A strong and resilient economy | | | |
|---|------------|--------|--|
| Sub-Action | Due Date | Status | Comments |
| 2.1 The borough is regarded as an excellent business location | | | |
| 2.1.01 Deliver the business liaison programme with key Bracknell Forest businesses | 31/03/2019 | | Between October and December 2017 four business liaison meetings have been held. More meetings are being scheduled and the programme is progressing well. Six actions were recorded at the meetings and have been completed. |
| 2.1.02 Work in partnership with the Local Enterprise Partnership (LEP) to develop a strategy to support Bracknell Forest Small and Medium Enterprises (SMEs) | 31/03/2019 | | The Growth Hub is continuing to provide support to SME's and start-ups locally in partnership with ED Officers and other partners. A list of businesses they supported will be shared with ED officers in Berkshire going forward. |
| 2.1.03 Develop the business case for a Business Improvement District for one of the borough's business parks | 31/03/2019 | | Primera submitted a proposal to the BID board for consideration and this is now under discussion. |
| 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 | | BFC has responded to the South Western Rail consultation on the detailed December 2018 timetable proposals. After studying the proposals it is clear there will be a negative impact on the residents of Bracknell and users of Martins Heron Station, which has seen a 15% increase in patronage over the last 5 years, as a result of reduced frequency in the peak hour. We added that journey time savings, which could be found by changes to other stations, are greatly outweighed by the impact of reducing frequency in trains to and from Martins Heron which is currently served by 3-4 trains an hour the AM and PM peak periods. The journey time improvements are marginal and residents in the area would rather see more focus on the journey experience with better waiting facilities and conditions at stations and improved capacity, Wi-Fi and toilets on the trains. This would make the travel by rail much more attractive and help ease congestion for both long and local trips. |

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| 2.1.05 Undertake Functional Economic Area and Economic Development Needs Assessments | 31/03/2019 |  | Berks FEMA completed Feb 2016 and results were used to inform EDNA. Final EDNA signed off and published on website. |
| 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 |  | CIL target for the year exceeded by end of third quarter (over £3.1 million received). |
| 2.2 The Northern Retail Quarter opens in April 2017 | | | |
| 2.2.01 Work with the Bracknell Regeneration Partnership (BRP) to implement and monitor the construction programme for the regenerated town centre | 31/03/2018 |  | The town centre opened on schedule on 7th September 2017 |
| 2.2.02 Deliver the programme of agreed town wide improvements | 31/03/2018 |  | Town wide improvements were completed on schedule for centre opening. |
| 2.2.03 Deliver key transport infrastructure which supports a newly functioning town centre | 31/03/2019 |  | The Lexicon opened on 7th September and the associated transport infrastructure is operating satisfactorily. Monitoring and refinement work will continue. |
| 2.2.04 Produce and implement a strategy for Market Square and the new market | 31/03/2018 |  | Delivery programme to be agreed in due course |
| 2.2.05 Ensure provision of public transport through improvements to cycleways Bracknell Bus and Rail stations and ongoing dialog 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 operators report that patronage has increased since the Lexicon opened on 7th September. Alongside the extension of Council supported bus services to cover evenings and Sundays, bus operators have also introduced changes to their commercially funded services in response to demand. Improved footway and cycleway links to the town centre are now in place and formalisation of the NCN422 cycle route will follow. Cycle parking within the town centre has been increased by over 100%. |
| 2.2.06 Deal proactively with planning applications and monitor adherence to agreed S106 obligations | 31/03/2019 |  | Performance on minor and other applications exceeded target but performance on majors was below target for the quarter (due to one case going over time). |
| 2.3 A thriving town centre and night-time economy is supported by coordinated town centre management | | | |
| 2.3.01 Work with BRP to develop and implement the town centre management strategy | 31/03/2018 |  | The joint town centre management group has an agreed structure and approach and is working together to manage the new town centre in all areas. |
| 2.3.02 Create planning policies that enable future regeneration | 31/03/2019 |  | Draft local plan prepared and presented to Member Working |

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|---|------------|---|---|
| for a continually evolving Town Centre through the comprehensive local plan | | | Group with town centre policy and proposals to allocate a number of sites in and around the town centre for a mix of appropriate uses to support its ongoing vitality. |
| 2.3.03 Manage the cleaning and grounds maintenance of the town centre in accordance with the town centre management agreement | 31/03/2019 |  | Paving areas with high footfall (e.g. Market area in Braccan Walk) were coated in Q3 to enable more effective cleansing and stain removal. General cleanliness and grounds maintenance is of good standard. Monthly management meetings now being held with BRP as well as weekly joint monitoring. |
| 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 |  | Policies on employment, retail and town centre are included in Draft Local Plan for consultation in Feb / March 2018. Article 4 Direction confirmed and due to come into effect in summer 2018. |
| 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 |  | The installation programme progresses satisfactorily - the half-way point has now passed, over 6000 new units have been installed. |
| 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 |  | Further SFRA and water cycle study work undertaken. Further transport modelling undertaken. Draft IDP prepared. |
| 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 |  | The Council has been successful in securing £3.29m of Government funding towards the dualling of A322 Downshire Way. Work is now in the early planning stages. Government funding has been secured through the TVBLEP for the A329 London Road improvements (underway) and is provisionally approved for the A3095 Foresters Way. The Council remains alert to new opportunities to bid for external funding. |

| 2. A strong and resilient economy | | | | | |
|--|---|-----------------------------------|----------------------------------|-----------------------|-----------------------|
| Ind Ref | Short Description | Previous Figure Q2 2017/18 | Current figure Q3 2017/18 | Current Target | Current Status |
| L265 | Number of newly incorporated businesses (Quarterly) | 190 | 174 | N/A | N/A |
| L268 | Percentage of working age people who are unemployed (Quarterly) | 2.3% | 2.4% | N/A | N/A |
| L269 | Percentage of working age population in | 82.0% | 82.9% | N/A | N/A |

| | | | | | |
|------|--|-------|-------|-------|---|
| | employment (Quarterly) | | | | |
| L271 | Percentage of the borough covered by Superfast broadband (Quarterly) | 96.2% | 91.0% | 96.2% |  |

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



3: 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 | | The main elements of the Infrastructure Delivery Plan continue to be delivered in line with the anticipated pressures . Housing delivery projections inform the location and timescale for improvements and new provision. Road improvements, open space and Sang provision and new education facilities are either being delivered or have been implemented |
| 3.2.05 Proactively seek new education related facilities through the planning process on large scale development sites where a need is identified | 31/03/2019 | | Work continues on Blue Mountain. Construction commenced on Amen Corner North site. New primary schools identified as requirements on relevant new proposed allocation sites in draft local plan policies. |



People live active & healthy lifestyles

| 4: People live active and 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 | | Play, Open Space and Sport study and linked Playing Pitch Strategy complete. Documents now publically available as evidence base. Public consultation if required will form part of the Comprehensive Local Plan process. |
| 4.2 Coral Reef is redeveloped | | | |
| 4.2.01 Refurbished Coral Reef to open in Summer 2017 | 31/08/2017 | | |
| 4.4 Personal choices available to allow people to live at home are increased | | | |
| 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 | | Following our successful bid to DfT for technical support to create a LCWIP, we have been informed our programme entry point will be in September 2018. We are waiting for the DfT's technical support partner, WSP, to set up an inception meeting to confirm the scope of their support and agree key milestones. We have now met with all Parish Councils to identify gaps in the exiting network. We have made it clear that any CIL contributions from parish/town councils could increase the likelihood of a scheme being implemented more quickly and will also provide them with much better value for money. |

| 4. People live active and healthy lifestyles | | | | | |
|--|---|----------------------------|---------------------------|----------------|----------------|
| Ind Ref | Short Description | Previous Figure Q2 2017/18 | Current figure Q3 2017/18 | Current Target | Current Status |
| L003 | Number of visits to leisure facilities (Quarterly) | 832,858 | 1,292,453 | 1,084,000 | |
| L015 | Number of attendances for junior courses in leisure (Quarterly) | 54,525 | 80,009 | 84,515 | |

A clean, green, growing and sustainable place



| 5: 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 Local Plan and updated Local Development Scheme scheduled for January Executive meeting. Consultation on Draft Local Plan scheduled for Feb - March 2018. |
| 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 |  | Continuing 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. Updated draft SPA Supplementary Planning Document was approved for consultation by Executive in December. Consultation scheduled for Jan-Feb 2018 and adoption April 2018. |
| 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 |  | The Transport Capital Programme continues to incorporate Borough led transport improvements which result from new development and the Strategic Transport Action Plan, most notably on the A322, A329 and A3095 strategic corridors but also local junctions and corridors. Developer led improvements continue to be managed through the S106 and S278/38 processes. |
| 5.3.02 Undertake a review of the Community Infrastructure Levy (CIL) charging schedule | 31/03/2018 |  | The Autumn statement indicated that government will consult on potentially significant changes to CIL but it seems that CIL will continue in some form. CIL is still providing significant income with over £3.1 million secured in 2017/18 by the end of December. |
| 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 |  | The Council and the Town & Parish Councils are in dialogue regarding infrastructure projects and priorities and these are being developed in the Council's Infrastructure Delivery Plan, and being identified through Neighbourhood Plans. Where there are opportunities to bring funding together to deliver these projects, these are being explored. |
| 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 |  | Work is progressing well to enhance and maintain SANG sites in mitigation of the SPA. SPA mitigations and the latest financial information is monitored monthly to ensure the level of enhancement is appropriate to meet the projected development. Regular reports are provided to the SPA board outlining performance. |
| 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 |  | Recruitment problems continue with the loss of two experienced operatives in the quarter. Once teams became familiar with their new areas performance improved especially with leaf clearance which was more efficient than in previous years. Overflowing litter bins were the main problem - now rectified. New monitoring system implemented. |
| 5.7.02 Take appropriate action in response to fly tips on Council owned and private land | 31/03/2019 |  | 22 Service requests were received by PPP relating to Flytipping – all were investigated. 1 FPN was served in relation to flytipping |
| 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 |  | |
| 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 |  | New underground recycling site at Cabbage Hill now open and being used but not being actively promoted as the land is still owned by the developer. Continuing to look for new sites and a number planned for new developments. |
| 5.8.03 Implement a new Waste Strategy to 2020 | 31/03/2019 |  | |
| 5.8.04 Continue to support the development of the recycling reward scheme | 31/03/2019 |  | I Pad was won by a resident from Sandhurst who said he would give it to his daughter for Christmas. Surplus recycling reward points were used up with this competition and continue to be donated to help good causes the latest being the Sandhurst Stroke and Disabled Club who received £466. |

| 5. A clean, green, growing and sustainable place | | | | | |
|---|--|----------------------------|---------------------------|----------------|---|
| Ind Ref | Short Description | Previous Figure Q2 2017/18 | Current figure Q3 2017/18 | Current Target | Current Status |
| NI157a | Percentage of major applications determined in 13 weeks (Quarterly) | 88% | 80% | 85% |  |
| NI157b | Percentage of minor applications determined in 8 weeks (Quarterly) | 95% | 96% | 85% |  |
| NI157c | Percentage of other applications determined in 8 weeks or within an agreed extension of time period (Quarterly) | 99% | 98% | 85% |  |
| NI192 | Percentage of household waste sent for reuse, recycling and composting (Cumulative figure reported quarterly in arrears) | 41.6% | Reported in arrears | 45% |  |
| NI193 | Percentage of municipal waste land filled (Cumulative figure reported quarterly in arrears) | 10.60% | Reported in arrears | 18% |  |

| | | | | | |
|------|---|---------|-----------|-----------|--|
| L241 | Income from CIL (Quarterly) | 211,676 | 1,713,797 | 1,237,500 | |
| L284 | Number of homes given planning permission (Quarterly) | 306 | 407 | 487 | |
| L286 | Percentage of successful planning appeals (Quarterly) | 43.0% | 50.0% | 68.0% | |

Section 3: Operational Priorities

| 7: Operational | | | |
|---|------------|---|---|
| Sub-Action | Due Date | Status | Comments |
| 7.4 Environment Culture & Communities | | | |
| 7.3.08 Maintain promotional materials (e.g. the business website) to promote the borough as a business location. | 31/03/2019 |  | No further update |
| 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 monitored against local market rates and are continuing to recover costs as required. |
| 7.4.02 Ensure chargeable activities are reflective of actual service costs incurred in Planning and Transport | 30/09/2016 |  | Fees and charges are regularly reviewed, a number of projects within the transformation reviews will seek to increase income and cover the costs of the services provided. |
| 7.4.04 Use monthly budget monitoring reports to identify and address any emerging overspends promptly | 31/03/2018 |  | Whilst the third quarter has seen three significant overspends reported (Street Lighting £400k, Parks and Countryside £200k, EHPCC £107k) these have been offset by an increase in underspends. The most material underspends are Waste Management £457k, Bracknell Leisure Centre £100k, Concessionary Fares £200k. The department is reporting an underspend of £202k, plus 3 emerging issues with a net position of an £80k overspend taking the overall position to an underspend of £122k. |
| 7.4.05 Support and promote Primary Authority initiative in respect of trading standards and environmental health | 31/03/2018 |  | One new application for a PA partnership was made |
| 7.4.06 Use the food hygiene rating system to seek improvements in Food Hygiene standards in the borough | 31/03/2019 |  | The Broadly Compliant Indicator which is used to determine the percentage of food premises that meet satisfactory compliance (as rated by Inspecting Officers) for the manufacture, preparation and sale of food remains high at 96%. We are currently on target for the food inspections programme for premises rated A – D ('A' being the highest risk food premises) |
| 7.4.07 Work in partnership with the Town and Parish Councils to ensure a co-ordinated approach to infrastructure improvements | 31/03/2019 |  | 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. Changes to CIL may result in changes to, or the withdrawal of, the significant proportion of CIL being passed to Parish and Town Councils. |
| 7.4.08 Facilitate public safety on the transport network by making improvements to the physical infrastructure of the highway network | 31/03/2018 |  | In the first three quarters of 2017 (calendar year), Bracknell Forest has seen a reduction in collisions and casualties across all road user groups. Collisions involving young drivers continue to reduce in line with the overall downward trend. Police accident records continue to be analysed and road safety |

| | | | |
|---|------------|---|---|
| | | | schemes developed where trends can be identified and intervention is likely to benefit. |
| 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 |  | We have done no work with TVP on taxi licensing checks and there have been no visits this quarter. |
| 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 |  | Safety campaigns are still ongoing working with local business and schools and regular meetings are taking place with the authorities that form the RSA partnership following the renewal of the contract in July 17. |

| 7. Operational | | | | | |
|----------------|---|----------------------------|---------------------------|----------------|---|
| Ind Ref | Short Description | Previous Figure Q2 2017/18 | Current figure Q3 2017/18 | Current Target | Current Status |
| L183 | Percentage of food establishments in Bracknell Forest rated 4 or above on the food hygiene rating scheme at the end of the quarter (Quarterly) | N/A | 88.4% | 97.0% |  |
| L299 | Town centre car park usage (number of transactions) (Quarterly) | 390,000 | 378,000 | N/A | N/A |
| L300 | Percentage of weekly inspections in the new Town Centre Public Realm areas where agreed cleanliness standards are achieved (Quarterly) | 96.90% | 92.79% | 95.00% |  |
| L305 | Percentage of Street Cleansing and Grounds Maintenance inspections across the borough where quality of work meets EPA cleanliness and contractual standards (Quarterly) | 98.6% | 97.2% | 98.5% |  |

Annex A: Financial information

ENVIRONMENT, CULTURE & COMMUNITIES BUDGET MONITORING 2017/18

| | Net Original Budget | Virements & Budget Cf/wds | Current Approved Budget | Amount Spent to Date | % Spent to Date | Departments Projected Outturn | Variance Over/(Under) Spend | Variance This Month |
|--|---------------------------|---------------------------------|-------------------------------|----------------------------|-----------------------|-------------------------------------|-----------------------------------|---------------------------|
| 2017/18 | £000 | £000 | £000 | £000 | | £000 | £000 | £000 |
| Director of Environment, Culture & Communities | | | | | | | | |
| Director and Support | 206 | -13 d | 193 | 136 | 70% | 193 | 0 | 0 |
| Training, Marketing, Research and Development | 19 | 0 | 19 | 9 | 47% | 19 | 0 | 0 |
| | 225 | -13 | 212 | 145 | | 212 | 0 | 0 |
| Chief Officer Leisure & Culture | | | | | | | | |
| Archives | 107 | 0 | 107 | 80 | 75% | 107 | 0 | 0 |
| South Hill Park | 314 | 0 | 314 | 230 | 73% | 314 | 0 | 0 |
| Sports Development & Community Recreation | 73 | 0 | 73 | 30 | 41% | 73 | 0 | 0 |
| The Look Out | -98 | 16 b | -72 | -222 | 308% | -162 | -90 | 0 |
| Edgbarow/Sandhurst Sports Centres | 7 | -7 | 0 | 11 | 0% | 0 | 0 | 0 |
| Bracknell Leisure Centre | 599 | -44 b | 555 | 242 | 44% | 455 | -100 | -100 i |
| Coral Reef | -61 | 43 b | -18 | 353 | -1961% | -18 | 0 | 0 |
| Haimanswater Swimming Pool | 7 | 0 | 7 | 5 | 71% | 7 | 0 | 0 |
| Easthampstead Park Conference Centre | 184 | 10 | 194 | 247 | 127% | 301 | 107 | 96 d |
| Horseshoelake Water Sports | 26 | 0 | 26 | 12 | 46% | 26 | 0 | 0 |
| Downshire Golf Complex | -62 | 38 b | -14 | -188 | 1343% | -14 | 0 | 0 |
| Libraries | 1,369 | 66 b | 1,435 | 975 | 68% | 1,475 | 40 | 0 |
| | 2,485 | 122 | 2,607 | 1,775 | | 2,564 | -43 | -4 |
| Chief Officer Environment & Public Protection | | | | | | | | |
| Waste Management | 7,636 | 4 b | 7,640 | 3,767 | 49% | 7,183 | -457 | -457 b,j |
| Street Cleaning | 750 | 76 b | 826 | 410 | 50% | 826 | 0 | 0 |
| Highway Maintenance (Including Street Lighting) | 2,740 | 28 b | 2,768 | 1,550 | 56% | 3,168 | 400 | 400 g |
| On/Off Street Parking | -258 | 8 b | -250 | 472 | -189% | -250 | 0 | 0 |
| Easthampstead Park Cemetery & Crematorium | -1,091 | 6 b | -1,085 | -675 | 62% | -1,095 | 0 | 0 |
| Regulatory Services (Including Licensing) | 1,009 | -74 b,g | 935 | -88 | -10% | 935 | 0 | 0 |
| Emergency Planning | 72 | 16 b | 88 | 22 | 25% | 88 | 0 | 0 |
| Environmental Services | 638 | 30 a,b | 668 | 272 | 41% | 668 | 0 | -14 a |
| Other | 232 | -58 b | 174 | 75 | 43% | 174 | 0 | 0 |
| | 11,728 | 36 | 11,764 | 5,795 | | 11,707 | -57 | -71 |
| Chief Officer Planning, Transport & Countryside | | | | | | | | |
| Transport Policy, Planning & Strategy | 693 | -101 b | 592 | 362 | 61% | 562 | -30 | -30 e |
| Traffic Management & Road Safety | 615 | -22 b | 593 | 384 | 65% | 593 | 0 | 0 |
| Public Transport Subsidy incl Concessionary Fares | 1,661 | 47 e | 1,708 | 859 | 50% | 1,508 | -200 | -200 f |
| Building Control | 10 | 3 b | 13 | -132 | -1015% | 13 | 0 | 0 |
| Development Control | 107 | 23 b | 130 | 85 | 65% | 130 | 0 | 0 |
| Planning Policy (including Local Transport Plan) | 441 | 134 b | 575 | 442 | 77% | 575 | 0 | 0 |
| Local Land Charges | -73 | 4 b | -69 | -46 | 67% | -69 | 0 | 0 |
| Parks, Open Spaces and Countryside | 997 | 84 b | 1,081 | 531 | 49% | 1,256 | 175 | 175 c |
| Regeneration & Economic Development | 0 | 177 f | 177 | -494 | -279% | 177 | 0 | 0 |
| Other | 239 | -20 b | 219 | 121 | 55% | 219 | 0 | 0 |
| | 4,690 | 329 | 5,019 | 2,112 | | 4,964 | -55 | -55 |
| Chief Officer Performance & Resources | | | | | | | | |
| Departmental Management | 424 | -9 b,c | 416 | 287 | 69% | 416 | 0 | 0 |
| Departmental Support Services | 978 | -388 b,d | 590 | 614 | 104% | 583 | -7 | -7 k |
| Departmental Personnel Running Expenses | 53 | -2 d | 51 | 12 | 24% | 51 | 0 | 0 |
| Departmental Office Services Running Expenses | 102 | -5 d | 97 | 16 | 16% | 87 | -10 | -10 h |
| Departmental IT Running Expenses | 174 | -85 d | 89 | 12 | 13% | 89 | 0 | 0 |
| Smart Card | 173 | 30 | 203 | 57 | 28% | 203 | 0 | 0 |
| | 1,904 | -458 | 1,446 | 998 | | 1,429 | -17 | -17 |
| Total Cash Budgets | 21,032 | 16 | 21,048 | 10,825 | 51% | 20,876 | -172 | -147 |
| Non Cash Budgets | | | | | | | | |
| IAS19 | 859 | 0 | 859 | 0 | | 859 | 0 | 0 |
| Corporate / Departmental Recharges | 2,886 | 0 | 2,886 | 0 | | 2,886 | 0 | 0 |
| Capital Charges | 11,051 | 0 | 11,051 | 0 | | 11,051 | 0 | 0 |
| | 14,796 | 0 | 14,796 | 0 | | 14,796 | 0 | 0 |
| TOTAL ENVIRONMENT & LEISURE SERVICES | 35,828 | 16 | 35,844 | 10,825 | | 35,672 | -172 | -147 |
| Memorandum item :- | | | | | | | | |
| Devolved Staffing Budget | | | 14,763 | | | 14,763 | 0 | |

Financial Information – Table 1

Virements

| Note | Total | Explanation |
|------|-------|--|
| | £'000 | |
| | 410 | Total Virements Reported in First Quarter |
| | 0 | Total Virements Reported in Second Quarter |
| a | 13 | <p>Environmental Services</p> <p>Whilst the surface area of the grass in the central reservation in Millennium Way has been reduced as part of the scheme, there is still an amount that requires cutting. In order to reduce costs this will be done out of hours, but the costs are £13,500 and therefore a pressure on the budget. This will also need to be considered as part of the 2018-19 budget proposals.</p> |
| b | 0 | <p>Salaries</p> <p>Salary allocations have been amended to reflect current service provision within the department, the net effect of these changes is nil.</p> |
| c | (25) | <p>PA Review</p> <p>Following the cross departmental review of the PA provision a saving of £24,830 has been made within ECC with a reduction one PA post.</p> |
| d | (524) | <p>CWSS</p> <p>Following completion of Phase I of the CWSS transformation project staff and associated budgets totalling £523,700 have been transferred to the Resources Directorate.</p> |
| e | (35) | <p>Bus Station</p> <p>The management of the bus station has been transferred to Property Services in the Resources Directorate. The budget of £35,490 has been transferred accordingly.</p> |
| f | 177 | <p>Regeneration & Economic Development</p> <p>Following the restructure within the Chief Executives Office, the responsibility for Town Centre and Regeneration Budgets has transferred to Planning, Transport & Countryside. The total budget transfer is £176,350</p> |
| g | 0 | <p>Regulatory Services</p> <p>Budgets have been realigned to reflect the service is now delivered through Berkshire Public Protection Partnership a joint service with West Berks and Wokingham.</p> |
| | (394) | Total Virements Reported in Third Quarter |
| | 16 | Total Virements Reported To Date |

Financial Information - Table 2

Variances

| Note | Total | Explanation |
|------|-------|--|
| | £'000 | |
| | (25) | Total Variances Reported in First Quarter |
| | 0 | Total Variances Reported in Second Quarter |
| a | (14) | <p>Environmental Services</p> <p>Whilst the surface area of the grass in the central reservation in Millennium Way has been reduced as part of the scheme, there is still an amount that requires cutting. In order to reduce costs this will be done out of hours, but the costs are £13,500 and therefore a pressure on the budget. This will also need to be considered as part of the 2018-19 budget proposals.</p> |
| b | (362) | <p>Waste Management</p> <p>The latest re3 PFI projected outturn for 2017-18 is an underspend of £393,819, this is based on actual tonnages for April to September, provisional tonnage for October to November and forecasts from December the planned shutdown of Lakeside is now March 2018</p> <p>Alterations at Smallmead to allow the processing of pots, tubs and trays have meant that Reading will incur capital costs of £166,000, the BFC share of this cost is £31,800. Re3 will recharge Bracknell via the annual revenue reconciliation. In order for this to be accounted for correctly a revenue contribution to capital for this amount will need to be made.</p> |
| c | 175 | <p>Parks Open Space & Countryside</p> <p>Based on a projection of house building within the borough of Surrey Heath, particularly Camberley, it is unlikely that the income received from Surrey Heath for SANGS capacity at Shepherds Meadow will achieve the income target set in the 2016-17 budget savings proposals. The shortfall and pressure is estimated to be £200k.</p> <p>In order to mitigate some of this overspend, a review of budgets has identified £25k of repairs and maintenance budgets across various sites which can be saved in year and therefore reduce the overall pressure.</p> |
| d | 96 | <p>Easthampstead Park Conference Centre</p> <p>Income from both weddings and bereavements is down this partially offset by a reduction in expenditure taking the net overspend to £107,000, £11,000 of which has previously been reported.</p> |
| e | (30) | <p>Transport Policy, Planning and Strategy</p> <p>The income received for NRSWA penalties is anticipated to exceeded.</p> |
| f | (200) | <p>Concessionary Fares</p> <p>There has been a decline in trip rates over the past few years and this has continued through the first half of the year. The anticipated increase in trip rates in the third quarter, following the opening of the town centre, has not been as anticipated however this will continue to be monitored.</p> |
| g | 400 | <p>Highways</p> <p>Electricity budgets were reduced to reflect the anticipated saving from the LED capital project. However due to delays in the project these savings have not been realised in this financial year. The estimated savings of the project are to be reviewed and may impact on future year's budgets.</p> |

| Note | Total | |
|-------------|--------------|---|
| | £'000 | |
| h | (10) | Departmental Office Services Sponsorship income received is in excess of budget. |
| i | (100) | Bracknell Leisure Centre Indications are the Leisure Centre is continuing to deliver on the increased income seen in the previous financial year. Due in the main to changes in the marketing and sales functions, implementing initiatives which have seen an increase in memberships profiled projections are an underspend of £100k. |
| j | (95) | Waste Management Income from brown bin charges is projected to be in excess of budget. |
| k | (7) | Departmental Support Services Due to the CWSS review there was less training undertaken within Performance and Resources leading to an underspend. |
| | (147) | Total Variances Reported in Third Quarter |
| | (172) | Variances Reported to Date |

Financial Information - Table 3

CAPITAL MONITORING 2017/18

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | 37.7 | 37.7 | 32.8 | 5.4 | 37.7 | 0.0 | 0.0 | L&C | Mar-18 | BLC spa ceiling ordered and due to be installed. BLC fitness equipment in place. DGC improvements ongoing, will be all spent by end Feb 2018 |
| YL011 | Parks & Open Spaces S106 Budget Only | 35.4 | 35.4 | 7.9 | 15.2 | 35.4 | 0.0 | 0.0 | PTC | Mar-18 | Delays to approval of Biodiversity Enhancements from 16/17 have led to some work programmes falling into 2017/18. |
| YL152 | Grass Cutting Equipment | 35.0 | 35.0 | 35.2 | 0.0 | 35.2 | 0.0 | 0.2 | L&C | Jul 17 | Complete |
| YL255 | Minor Works/Improvements | 77.4 | 77.4 | 12.6 | 30.4 | 77.4 | 0.0 | 0.0 | L&C | Mar-18 | Security gates at EPCC - works ongoing. Orders for new exhibits at The Look Out are being |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| | | | | | | | | | | | planned. |
| YL265 51 | SPA Mitigation Strategy (S106) | 347.9 | 347.9 | 0.0 | 0.0 | 347.9 | 0.0 | 0.0 | PTC | Mar-18 | Implementation of project works is subject to planning approvals for new 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) | 247.1 | 247.1 | 29.7 | 2.2 | 247.1 | 0.0 | 0.0 | EPP | Mar-18 | Further works to follow in Spring 2018. |
| YP001 | School Warning Lights | 42.3 | 42.3 | 38.9 | 0.0 | 38.9 | 0.0 | -3.4 | PTC | Mar 18 | Works complete |
| YP003 | Mobility/ Access Improvement Schemes | 277.3 | 240.0 | 169.4 | 9.9 | 240.0 | 37.3 | 0.0 | PTC | Mar 18 | Binfield Road cycleway yet to commence, predicted scheme of £40k leaving a carry |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| | | | | | | | | | | | forward on this rolling programme. |
| YP006 | Local Safety Schemes | 116.1 | 116.1 | 85.0 | 1.4 | 125.8 | 0.0 | 9.7 | PTC | Mar 18 | A3095 Mill Lane civil works complete. Remainder of works on programme |
| YP007 | Maintenance Street Lighting | 171.2 | 171.2 | 160.2 | 4.0 | 171.2 | 0.0 | 0.0 | EPP | Mar-18 | Works projects in progress |
| YP009 | Structural Maintenance of Bridges | 189.9 | 189.9 | 54.9 | 19.8 | 189.9 | 0.0 | 0.0 | EPP | Mar-18 | Works on site will begin as road space permits. |
| YP013 | Land Drainage | 170.4 | 150.4 | 13.7 | 120.1 | 150.4 | 20.0 | 0.0 | EPP | May-18 | Works on site will begin as space permits and contractor resources allow. |
| YP113 | Road Surface Treatments | 1,749.2 | 1,749.2 | 1,208.3 | 358.6 | 1,749.2 | 0.0 | 0.0 | EPP | Mar-18 | Further works programmed for March 2018. |
| YP162 | Traffic Management Schemes | 59.1 | 59.1 | 32.4 | 0.3 | 55.7 | 0.0 | -3.4 | PTC | Mar 18 | One final speed management scheme to be constructed in February 2018. |
| YP225 | Traffic Modelling | 17.9 | 17.9 | 0.0 | 0.0 | 17.9 | 0.0 | 0.0 | PTC | Mar 18 | Model refresh delayed until post Town Centre opening. Total |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| | | | | | | | | | | | refresh cost estimated at £250k. |
| YP247 | Bracknell Railway Station Enhancements | 15.0 | 15.0 | 0.0 | 0.0 | 15.0 | 0.0 | 0.0 | PTC | Mar 18 | Payment to SHP to commission artwork. |
| YP258 53 | SANGS - Enhancement Works | 69.9 | 69.9 | 141.7 | 25.4 | 167.1 | 0.0 | 0.0 | PTC | Mar 18 | Budget required for pump priming work for SANGS, potential works arising from Regulation 63 of Habitat Regulations. |
| YP269 | Residential Street Parking | 160.6 | 160.6 | 54.5 | 0.3 | 160.6 | 0.0 | 0.0 | PTC | Mar 18 | Works are on site to a total value of £260k including the money to be received from BFH. Final scheme for £27k to be constructed in March 2018. |
| YP306 | Maintenance of Car Parks | 346.0 | 296.0 | 278.2 | 13.4 | 296.0 | 50.0 | 0.0 | EPP | Mar 18 | Deck and redecoration works to High St and Braccan walk outstanding |
| YP349 | Green & Blue Waste Bins | 22.5 | 22.5 | 22.5 | 0.0 | 22.5 | 0.0 | 0.0 | EPP | Mar-18 | Transfer from Revenue for the purchase of blue & |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | 1,582.2 | 1,582.2 | 1,621.3 | 0.0 | 1,582.2 | 0.0 | 0.0 | PTC | Mar-18 | Awaiting final invoices |
| YP359 | Play Area Rolling Programme | 70.0 | 70.0 | 0.0 | 0.0 | 70.0 | 0.0 | 0.0 | PTC | Mar 18 | Works complete, costs to be transferred. |
| YP422 | Upgrade Leisure Management System | 16.1 | 16.1 | 11.4 | 0.0 | 16.1 | 0.0 | 0.0 | P&R | Aug 17 | Coral Reef opened as planned. Minor IT issues resolved. Final invoices being paid. |
| 54 | | | | | | | | | | | |
| YP439 | Urban Traffic Management Control | 181.0 | 181.0 | 91.3 | 54.7 | 181.0 | 0.0 | 0.0 | PTC | Mar-18 | Schemes have been programmed for completion throughout the year. Completion of Bluetooth journey monitoring system linked to Downshire Bus Gate works and the town centre preparation works will be completed in 2017-18. |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| YP442 | Coral Reef Enhancement Project | 4,060.7 | 4,060.7 | 4,398.9 | 52.5 | 4,451.4 | 0.0 | 390.7 | L&C | Sep-17 | Works complete and Practical Completion achieved on the 21 September 2017 - Final account agreed £12,320m - Project in defect till 20 Sept 2018. |
| YP443 | Bus Station Improvements | 0.0 | 0.0 | 5.4 | 0.0 | 0.0 | 5.4 | 0.0 | PTC | Apr 17 | Complete |
| YP446 | Access to Employment Areas | 27.1 | 27.1 | 6.2 | 0.0 | 13.6 | 0.0 | -13.5 | PTC | Mar 18 | Sustrans cross boundary national cycle route still not able to be signed. Some budget being used for pedestrian and cycle signs to eastern business areas from station. |
| YP451 | Car Park Improvement / Refurbishment | 87.9 | 37.9 | 1.0 | 15.2 | 37.9 | 50.0 | 0.0 | EPP | May 18 | Awaiting CCTV upgrades and links to High St from Braccan walk |
| YP456 | Update Traffic Signal Infrastructure | 227.6 | 97.6 | 0.0 | 11.3 | 97.6 | 130.0 | 0.0 | PTC | May 18 | Signal refurbishment linked to safety schemes resulting in delay in progressing work. |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| YP458 | Road Surfacing - Pot Hole Fund | 125.0 | 125.0 | 44.4 | 44.5 | 125.0 | 0.0 | 0.0 | EPP | Mar-18 | Projects at planning phase |
| YP459 | Improvements Lily Hill Park - Bracknell Rugby Club | 17.7 | 17.7 | 17.7 | 0.0 | 17.7 | 0.0 | 0.0 | PTC | Dec 17 | Complete |
| YP462 | Replacement Leisure Management Card Payment Devices | 8.3 | 8.3 | 0.8 | 0.0 | 8.3 | 0.0 | 0.0 | P&R | Jun 17 | Project complete |
| 56 YP465 | Warfield Link Road - Local Growth Fund | 0.3 | 0.3 | 0.0 | 0.0 | 0.3 | 0.0 | 0.0 | PTC | Mar-18 | Final payment has been made. Completion of the road funded by Berkleys who have contributed £1.7m to the scheme. |
| YP473 | Bill Hill Improvement Works | 17.0 | 17.0 | 17.6 | 0.0 | 17.6 | 0.0 | 0.6 | PTC | Mar 18 | Works complete |
| YP476 | Replacement of M3 Software (Invest to Save) | 34.3 | 34.3 | 23.3 | 1.0 | 24.3 | 0.0 | 0.0 | P&R | Sep-17 | Project complete, awaiting invoices from PPP |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| YP478 | Bracknell Railway Station Improved Passenger Facilities | 205.0 | 205.0 | 205.0 | 0.0 | 205.0 | 0.0 | 0.0 | PTC | Mar-18 | Complete |
| YP479 | Replacement Led Street Lights | 5,682.9 | 4,682.9 | 1,030.2 | 1,650.0 | 4,682.9 | 1,000.0 | 0.0 | EPP | Dec-18 | Works in progress on site. |
| YP482 57 | Chapel at Cem & Crem | 935.1 | 735.1 | 299.2 | 435.9 | 735.1 | 200.0 | 0.0 | EPP | May 18 | Chapel works significantly behind. Foundations to be replaced. |
| YP483 | Leisure Replacement Catering System | 45.7 | 45.7 | 46.5 | 0.0 | 46.5 | 0.0 | 0.8 | P&R | Aug-17 | Coral Reef opened as planned. Minor IT issues resolved. Final invoices being paid. |
| YP484 | BLC Main Sports Hall Refurbishment | 7.4 | 7.4 | 7.4 | 0.0 | 7.4 | 0.0 | 0.0 | L&C | Feb 18 | Majority of works completed during Nov 2016. Looking to spend remainder before end Feb 2018 |
| YP485 | Bracknell Library - Introduction Self Service | 210.0 | 210.0 | 0.0 | 0.0 | 210.0 | 0.0 | 0.0 | P&R | Mar-18 | Contract awarded. Contract due to be signed. Kick off meeting for implementation took place on the 21st November. |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| YP486 | Trees Woodland Management | 75.0 | 75.0 | 0.0 | 0.0 | 75.0 | 0.0 | 0.0 | PTC | Mar-18 | Significant preparation work underway, strategy development, forestry commission approvals etc |
| YP487 | Downshire Way Widening Ph2 | 96.5 | 96.5 | 96.5 | 0.0 | 96.5 | 0.0 | 0.0 | PTC | May 17 | Works complete |
| YP488 51 08 | Martins Heron Roundabout | 3,742.0 | 1,000 | 868.6 | 260.0 | 1,000.0 | 2,742.0 | 0.0 | PTC | Jan 19 | Work has commenced in London Road and will start again in January 2018 on London Road and Martins Heron.2 year scheme. |
| YP491 | Leisure Sites Equipment | 7.4 | 7.4 | 0.0 | 6.0 | 7.4 | 0.0 | 0.0 | L&C | Mar 18 | Orders raised |
| YP492 | GIS Replacement (Invest To Save) | 11.1 | 11.1 | 1.3 | 0.0 | 1.3 | 0.0 | -9.8 | P&R | Jun-17 | Project complete |
| YP493 | Charles Square Car Park Lifts (S106) | 66.0 | 66.0 | 66.0 | 0.0 | 66.0 | 0.0 | 0.0 | EPP | Aug 17 | Complete |
| YP496 | Beedon Drive Open Spaces (S106) | 8.9 | 8.9 | 9.1 | 0.0 | 9.1 | 0.0 | 0.1 | PTC | Mar 18 | Works complete |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| YP497 | Subway Improvements | 23.3 | 23.3 | 10.8 | 0.0 | 23.3 | 0.0 | 0.0 | EPP | Mar 18 | In progress |
| YP500 | South Hill Park (S106) | 1.0 | 1.0 | 0.0 | 0.4 | 1.0 | 0.0 | 0.0 | PTC | May 17 | In progress |
| YP502 | Frog & Domesday Copse (S106) | 5.0 | 5.0 | 4.3 | 0.6 | 5.0 | 0.0 | 0.0 | PTC | Apr 17 | Remaining budget to be spent on Domesday Copse. |
| YP503 | South Hill Park | 146.1 | 66.7 | 66.7 | 0.0 | 66.7 | 79.4 | 0.0 | L&C | Mar 18 | Investment in SHP to ensure future year's savings are achieved. |
| 50 YP505 | New Cash Mechanisms for Parking | 20.0 | 20.0 | 25.8 | 0.0 | 25.8 | 0.0 | 5.8 | EPP | Aug 17 | Complete |
| YP506 | BSLC Replacement Locker Locks | 20.0 | 20.0 | 14.4 | 3.4 | 20.0 | 0.0 | 0.0 | L&C | Mar 18 | Complete, awaiting invoices |
| YP507 | Replacement works to toilet area BLC | 56.0 | 56.0 | 0.0 | 51.6 | 56.0 | 0.0 | 0.0 | L&C | Mar 18 | Work ordered and due to be undertaken Dec 17/Jan 18 |
| YP508 | Cem & Crem - Park Area Pathways | 35.0 | 35.0 | 0.0 | 0.0 | 35.0 | 0.0 | 0.0 | EPP | Mar 18 | Works commencing Feb/Mar 18. |
| YP509 | Cem & Crem - Burial Area Memorial Grips | 20.0 | 20.0 | 12.0 | 0.0 | 20.0 | 0.0 | 0.0 | EPP | Mar 18 | Works underway |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| YP510 | Management of Parks & Countryside Open Spaces on Confirm | 35.0 | 35.0 | 0.0 | 0.0 | 35.0 | 0.0 | 0.0 | PTC | Mar 18 | Ongoing |
| YP511 | Downshire Way Phase 3 | 12.0 | 12.0 | 12.0 | 0.0 | 12.0 | 0.0 | 0.0 | PTC | Mar 18 | Works complete |
| YP512 | Binfield Road Capacity/Safety Improvements | 45.0 | 45.0 | 32.9 | 0.0 | 45.0 | 0.0 | 0.0 | PTC | Mar 18 | Design works underway |
| YP513 | Binfield Road/Forest Road Junction Improvement | 55.0 | 55.0 | 40.0 | 0.0 | 55.0 | 0.0 | 0.0 | PTC | Mar 18 | Design works underway |
| YP516 | Ambarrow Crescent (S106) | 5.2 | 5.2 | 2.3 | 1.2 | 5.2 | 0.0 | 0.0 | PTC | Mar 18 | Improvements are underway to make a new community garden with raised beds, a new path and pond. |
| YP517 | Popes Meadow Paths (S106) | 24.8 | 24.8 | 0.0 | 0.0 | 24.8 | 0.0 | 0.0 | PTC | Mar 18 | This is being looked at in conjunction with the path improvements at Westmorland Park and Harvest Hill. Quotes received |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| YP518 | Westmorland Park (S106) | 41.7 | 16.7 | 0.0 | 16.7 | 16.7 | 25.0 | 0.0 | PTC | Mar 18 | The Path works are being looked at in conjunction with the path improvements at Pope's Meadow and Harvest Hill. Quotes received. The carry forward is for a MUGA. |
| YP519 | Allsmoor Lane (S106) | 10.2 | 0.0 | 0.0 | 0.0 | 0.0 | 10.2 | 0.0 | PTC | Mar 19 | Works to be completed 18-19 |
| 91 YP520 | Newt Reserve (S106) | 6.0 | 6.0 | 0.1 | 0.0 | 6.0 | 0.0 | 0.0 | PTC | Mar 18 | Newt sculpture and woodland understorey improvement works to be undertaken. |
| YP521 | Faringham Ride (S106) | 6.8 | 6.8 | 0.0 | 5.3 | 5.3 | 0.0 | -1.5 | PTC | Mar 18 | Orders issued |
| YP522 | Savernake Park (S106) | 1.0 | 1.0 | 0.0 | 1.0 | 1.0 | 0.0 | 0.0 | PTC | Mar 18 | Orders issued |
| YP523 | Wentworth Way (S106) | 2.0 | 2.0 | 0.0 | 1.0 | 2.0 | 0.0 | 0.0 | PTC | Mar 18 | Orders raised for path surface upgrades, balance to be spent on woodland understorey enhancements. |

| Cost Centre | Cost Centre Description | Approved Budget | Cash Budget 2017/18 | Expenditure to Date | Current Comments | Estimated Outturn 2017/18 | Carry Forward 2018/19 | (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 | | | |
| YP524 | Harvest Hill (S106) | 5.0 | 5.0 | 0.0 | 0.0 | 5.0 | 0.0 | 0.0 | PTC | Mar 18 | This is being looked at in conjunction with the path improvements at Westmorland Park and Pope's Meadow |
| YP525 | Snaprails Park (S106) | 5.4 | 5.4 | 2.2 | 0.0 | 5.4 | 0.0 | 0.0 | PTC | Mar 18 | All ability picnic benches purchased, ongoing project. |
| YP526 | Urban Tree Project (S106) | 16.8 | 5.8 | 0.0 | 0.0 | 5.8 | 11.0 | 0.0 | PTC | Mar 18 | Ongoing |
| YP528 | Town Centre Cleansing Equipment | 52.1 | 52.1 | 52.1 | 0.0 | 52.1 | 0.0 | 0.0 | EPP | Jul 17 | Complete |
| NS YP529 | Downshire Way Duelling | 38.0 | 38.0 | 0.0 | 0.0 | 38.0 | 0.0 | 0.0 | PTC | Mar 18 | Survey works being ordered once quotes received |
| YP531 | Market Street Substation | 25.3 | 25.3 | 25.3 | 0.0 | 25.3 | 0.0 | 0.0 | PTC | Mar 18 | Ongoing |
| YP532 | Town Centre Pre Opening Tidy Up | 4.4 | 4.4 | 4.4 | 0.0 | 4.4 | 0.0 | 0.0 | PTC | Mar 18 | Complete |
| YP533 | Town Centre Art | 16.2 | 16.2 | 16.2 | 0.0 | 16.2 | 0.0 | 0.0 | PTC | Mar 18 | Complete |
| YP534 | Public Realm Grant | 433.0 | 433.0 | 433.0 | 0.0 | 433.0 | 0.0 | 0.0 | PTC | Mar 18 | Complete |
| | | | | | | | | | | | |
| | | 22,903.3 | 18,460.5 | 11,999.7 | 3,183.3 | 18,927.5 | 4,442.8 | 380.0 | | | |

Annex B: Annual indicators not reported this quarter

Council Plan indicators

| Ind. Ref. | Short Description | Quarter due |
|---|---|-------------|
| 2. A strong and resilient economy | | |
| NI167 | Congestion - average journey time per mile during the morning peak (Annually) | Q2 |
| 5. A clean, green, growing and sustainable place | | |
| NI192 | Percentage of household waste sent for reuse, recycling and composting | Q1 |
| NI193 | Percentage of municipal waste that goes to landfill | Q1 |
| NI168 | Principal roads where maintenance should be considered | Q4 |
| NI169 | Non-principal classified roads where maintenance should be considered | Q4 |
| L285 | Satisfaction with parks and open spaces | Q4 |

Operational indicators

| Ind. Ref. | Short Description | Quarter due |
|-----------|---|-------------|
| NI197 | Improved local biodiversity - proportion of local sites where positive conservation management has been or is being implemented | Q2 |
| L227 | Annual volunteer hours contributed to parks and open spaces | Q4 |
| L228 | Annual volunteer hours for the library service | Q4 |
| L304 | Number of Green Flag awards | Q4 |
| L296 | Percentage of Highways Public liability claims settled | Q4 |
| L306 | Percentage of unclassified roads where maintenance should be considered | Q4 |

ENVIRONMENT, CULTURE & COMMUNITIES OVERVIEW & SCRUTINY PANEL

EXECUTIVE WORK PROGRAMME

| | |
|-----------------------------|---|
| REFERENCE: | I074221 |
| TITLE: | Highway Maintenance Works Programme 2018-19 |
| PURPOSE OF REPORT: | The Council as part of its overall budget allocation makes provision for highway maintenance schemes. The funding is then targeted according to highway condition. In order to ensure most effective use of resource and the early booking of the plant and equipment, approval is sought annually to approve the targeting of funding to a those roads identified on a rolling list as being in greatest need. |
| DECISION MAKER: | Executive |
| DECISION DATE: | 13 Mar 2018 |
| FINANCIAL IMPACT: | The approved 2018/19 capital programme includes budgets for Highway Maintenance works. Spend against these budgets will be monitored on a monthly basis and reported on in line with the 2018/19 capital budget monitoring timetable. |
| CONSULTEES: | Not applicable |
| CONSULTATION METHOD: | Not applicable |

| | |
|-----------------------------|--|
| REFERENCE: | I073361 |
| TITLE: | Integrated Transport Capital Programme 2018/19 |
| PURPOSE OF REPORT: | To approve the Capital Programme for Integrated Transport for 2018/19 and its implementation. |
| DECISION MAKER: | Executive |
| DECISION DATE: | 13 Mar 2018 |
| FINANCIAL IMPACT: | Within existing budgets. |
| CONSULTEES: | Borough Treasurer Borough Solicitor Director of Environment Culture and Communities, Executive Member for Planning, Transport and Countryside |
| CONSULTATION METHOD: | In writing. |

| | |
|-----------------------------|---|
| REFERENCE: | I074460 |
| TITLE: | Introduction and Removal of Disabled Parking Bays - various roads in Owlsmoor, Old Bracknell, Harmanswater, Central Sandhurst, Bullbrook, Crown Wood, Great Hollands South and Priestwood & Garth |
| PURPOSE OF REPORT: | To consider the introduction and removal of disabled parking bays in various residential roads in Owlsmoor, Old Bracknell, Harmans Water, Central Sandhurst, Bullbrook, Crown Wood, Great Hollands South and Priestwood & Garth |
| DECISION MAKER: | Executive Member for Planning & Transport |
| DECISION DATE: | 30 Mar 2018 |
| FINANCIAL IMPACT: | Within existing budget |
| CONSULTEES: | Local Members, Town & Parish Councils, Emergency services, Local Bus Operators, Freight Transport Association & Road Haulage Association. |
| CONSULTATION METHOD: | Letter Public Notice |

| | |
|-----------------------------|--|
| REFERENCE: | I073908 |
| TITLE: | Parks and Countryside Transformation Review |
| PURPOSE OF REPORT: | To approve the implementation of the new strategy for the parks and countryside service. |
| DECISION MAKER: | Executive |
| DECISION DATE: | 10 Apr 2018 |
| FINANCIAL IMPACT: | Figure still to be confirmed. |
| CONSULTEES: | Staff Residents Members |
| CONSULTATION METHOD: | Internal staff consultation External resident consultation survey Gateway Review |

| | |
|-----------------------------|--|
| REFERENCE: | I073966 |
| TITLE: | Thames Basin Heaths Special Protection Area Supplementary Planning Document |
| PURPOSE OF REPORT: | To approve the Thames Basin Heaths Special Protection Area Supplementary Planning Document for use as a material consideration in the determination of planning applications |
| DECISION MAKER: | Executive |
| DECISION DATE: | 10 Apr 2018 |
| FINANCIAL IMPACT: | Revenue savings anticipated via increase in income |
| CONSULTEES: | General public, developers, agents and other interested parties |
| CONSULTATION METHOD: | Letter, Public Notice, Objective database online |

| | |
|-----------------------------|--|
| REFERENCE: | I074563 |
| TITLE: | Central and Eastern Berkshire Draft Minerals and Waste Local Plan |
| PURPOSE OF REPORT: | Seeking authority to consult on a draft Minerals and Waste Plan |
| DECISION MAKER: | Executive |
| DECISION DATE: | 8 May 2018 |
| FINANCIAL IMPACT: | None at this time. |
| CONSULTEES: | Public etc Statutory bodies/Parish/Town Councils |
| CONSULTATION METHOD: | Letter Meeting(s) with interested parties Public notice Manned exhibitions Website |

| | |
|-----------------------------|---|
| REFERENCE: | I074933 |
| TITLE: | Highway Maintenance Works Programme 2019-20 |
| PURPOSE OF REPORT: | The Council makes provision for highway maintenance schemes as part of its overall budget allocation. The funding is then targeted according to highway condition. In order to ensure most effective use of resource and the early booking of the plant and equipment, approval is sought annually to approve the targeting of funding to a those roads identified on a rolling list as being in greatest need. |
| DECISION MAKER: | Executive |
| DECISION DATE: | 12 Mar 2019 |
| FINANCIAL IMPACT: | The approved 2019/20 capital programme includes budgets for Highway Maintenance . Spend against these budgets will be monitored on a monthly basis and reported on in line with the 2019/20 capital budget monitoring timetable |
| CONSULTEES: | Not applicable |
| CONSULTATION METHOD: | Not applicable |