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**BRACKNELL FOREST BOROUGH COUNCIL  
LIST OF FORTHCOMING NON-KEY DECISIONS (16 SEPTEMBER 2016)**

This document lists all non-key decisions due to be taken in the coming months.

The decision makers referred to throughout this document are as follows:

**Executive:**

Councillor Paul Bettison, The Leader and Executive Member for Council Strategy and Community Cohesion (Chairman)

Councillor :Peter Heydon, Executive Member for Transformation & Finance (Vice-Chairman)

Councillor Chris Turrell, Executive Member for Planning & Transport

Councillor Gareth Barnard, Executive Member for Children, Young People & Learning (Vice-Chairman)

Councillor Dale Birch, Deputy Leader & Executive Member for Adult Social Care & Health

Councillor Marc Brunel-Walker, Executive Member for Economic Development & Regeneration

Councillor Dorothy Hayes, Executive Member for the Environment

Councillor Iain McCracken, Executive Member for Culture, Corporate Services & Public Protection

**Bracknell Town Centre Regeneration Committee:**

Councillor Marc Brunel-Walker, Executive Member for Economic Development & Regeneration (Chairman)

Councillor Chris Turrell, Executive Member for Planning & Transport

Councillor Paul Bettison, The Leader and Executive Member for Council Strategy and Community Cohesion

Councillor Gareth Barnard, Executive Member for Children, Young People & Learning

Councillor Iain McCracken, Executive Member for Culture, Corporate Services & Public Protection

Each individual executive member may also make decisions as too may the following officers:

Timothy Wheadon, Chief Executive, Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Alison Sanders, Director of Corporate Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ

Vincent Paliczka, Director of Environment, Culture & Communities, Time Square, Market Street, Bracknell RG12 1JD.

Gill Vickers, Director of Adult Social Care, Health & Housing, Time Square, Market Street, Bracknell RG12 1JD.

Nikki Edwards, Director of Children, Young People & Learning, Seymour House, 38 Broadway, Bracknell RG12 1AU.

For any query regarding this document, please contact Derek Morgan in Democratic Services on (01344) 352044 or [derek.morgan@bracknell-forest.gov.uk](mailto:derek.morgan@bracknell-forest.gov.uk).

**LIST OF NON-KEY DECISIONS**

| <b>Reference</b> | <b>Title</b>  | <b>Decision Maker and Date of Decision</b>   |
|------------------|---|--|
| I063152          | Discretionary Disabled Facilities Grant for Mandatory Works                       | Executive Member for Adult Services, Health and Housing September 2016             |
| I060085          | Complaints against Bracknell Forest Council in 2015-16                            | Executive 27 Sep 2016  |
| I060766          | Council Plan Overview Report  | Executive 27 Sep 2016  |
| I058314          | Discretionary Rates Relief - New Applications                                     | Executive Member for Culture, Corporate Services and Public Protection 30 Sep 2016 |
| I063217          | Introduction of Parking Restrictions - Lily Hill Road, Bullbrook                  | Executive Member for Planning & Transport 10 Oct 2016                              |
| I063255          | Children's Social Care Complaints, Compliments and Concerns Annual Report 2015/16 | Executive Member for Children, Young People & Learning 18 Oct 2016                 |
| I063254          | Independent Reviewing Officer Annual Report                                       | Executive Member for Children, Young People & Learning 18 Oct 2016                 |
| I063145          | Supply of Mobile Telephony and Equipment  | Executive Member for Culture, Corporate Services and Public Protection 18 Oct 2016 |
| I063253          | Local Safeguarding Children Board (LSCB) Annual Report                            | Executive 15 Nov 2016  |
| I060767          | Council Plan Overview Report  | Executive 13 Dec 2016  |
| I056283          | ICT Digital 2016-2019   | Executive 13 Dec 2016  |
| I058315          | Discretionary Rates Relief - New Applications                                     | Executive Member for Culture, Corporate Services and Public Protection 30 Dec 2016 |
| I060842          | Council Plan Overview Report  | Executive 11 Apr 2017  |

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**BRACKNELL FOREST COUNCIL**

**LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (ACCESS TO INFORMATION)  
(ENGLAND) REGULATIONS 2012**

**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive Member for Adult Services, Health and Housing is to be asked to make a non-key decision on September 2016 in respect of the following:

**TITLE:** Discretionary Disabled Facilities Grant for Mandatory Works

**SERVICE AREA:** Environment, Culture & Communities

**PURPOSE OF DECISION:**

To seek approval for an application to the Disabled Facilities Grant for discretionary funds to top up a Mandatory Disabled Facilities Grant (DFG).

**ISSUE REFERENCE:** I063152

**FIRST PUBLISHED:** 4 August 2016

The Executive Member for Adult Services, Health and Housing will be considering a report prepared by or on behalf of the Director of Environment, Culture & Communities. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Steve Loudoun, Chief Officer: Environment & Public Protection, Environment, Culture & Communities, Time Square, Market Street, Bracknell, RG12 1JD, Tel: 01344 352501, [steve.loudoun@bracknell-forest.gov.uk](mailto:steve.loudoun@bracknell-forest.gov.uk).

This item may be considered in private. The reason is that it could involve the disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:

Paragraph 1 - Information relating to an individual.

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive Member for Adult Services, Health and Housing in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive is to be asked to make a non-key decision on 27 Sep 2016 in respect of the following:

**TITLE:** Complaints against Bracknell Forest Council in 2015-16

**SERVICE AREA:** Chief Executive's Office

**PURPOSE OF DECISION:**

To brief the Executive on complaints made against the Council in 2015-16

**ISSUE REFERENCE:** I060085

**FIRST PUBLISHED:** 16 March 2016

The Executive will be considering a report prepared by or on behalf of the Assistant Chief Executive. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Richard Beaumont, Head of Overview & Scrutiny, Jean Thomson, PA to the Assistant Chief Executive, Chief Executive's Office, Easthampstead House, Town Square, Bracknell, RG12 1AQ, Chief Executive's Office, Easthampstead House, Town Square, Bracknell, RG12 1AQ, Tel: 01344 352283, Tel: 01344 355604, richard.beaumont@bracknell-forest.gov.uk, jean.thomson@bracknell-forest.gov.uk.

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive is to be asked to make a non-key decision on 27 Sep 2016 in respect of the following:

**TITLE:** Council Plan Overview Report

**SERVICE AREA:** Chief Executive's Office

**PURPOSE OF DECISION:**

To inform the Executive of the Council's performance over the first quarter of 2016/17

**ISSUE REFERENCE:** I060766

**FIRST PUBLISHED:** 20 April 2016

The Executive will be considering a report prepared by or on behalf of the Assistant Chief Executive. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Abby Thomas, Head of Community Engagement and Equalities, Community Engagement & Equalities, Corporate Services, Easthampstead House, Bracknell, RG12 1AQ, Tel: 01344 353307, [abby.thomas@bracknell-forest.gov.uk](mailto:abby.thomas@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive Member for Culture, Corporate Services and Public Protection is to be asked to make a non-key decision on 30 Sep 2016 in respect of the following:

**TITLE:** Discretionary Rates Relief - New Applications

**SERVICE AREA:** Corporate Services

**PURPOSE OF DECISION:**

To consider new applications for discretionary rate relief and hardship relief

**ISSUE REFERENCE:** I058314

**FIRST PUBLISHED:** 17 December 2015

The Executive Member for Culture, Corporate Services and Public Protection will be considering a report prepared by or on behalf of the Director of Corporate Services. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Debbie Eley, PA to Director of Corporate Services, Sarah Kingston, Revenue Services Manager, Corporate Services, Easthampstead House, Town Square, Bracknell, RG12 1JD, Corporate Services - Finance, Easthampstead House, Town Square, Bracknell, RG12 1AQ, Tel: 01344 355603, Tel: 01344 352097, [debbie.eley@bracknell-forest.gov.uk](mailto:debbie.eley@bracknell-forest.gov.uk), [sarah.kingston@bracknell-forest.gov.uk](mailto:sarah.kingston@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive Member for Culture, Corporate Services and Public Protection in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive Member for Planning & Transport is to be asked to make a non-key decision on 10 Oct 2016 in respect of the following:

**TITLE:** Introduction of Parking Restrictions - Lily Hill Road, Bullbrook

**SERVICE AREA:** Environment, Culture & Communities

**PURPOSE OF DECISION:**

To consider the introduction of parking restrictions on Lily Hill Road, Bullbrook

**ISSUE REFERENCE:** I063217

**FIRST PUBLISHED:** 9 August 2016

The Executive Member for Planning & Transport will be considering a report prepared by or on behalf of the Director of Environment, Culture & Communities. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Nick Rose, Principal Engineer - Traffic & Safety, Environment, Culture & Communities, Time Square, Market Street, Bracknell, RG12 1JD, Tel: 01344 351169, [nick.rose@bracknell-forest.gov.uk](mailto:nick.rose@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive Member for Planning & Transport in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive Member for Children, Young People & Learning is to be asked to make a non-key decision on 18 Oct 2016 in respect of the following:

**TITLE:** Children's Social Care Complaints, Compliments and Concerns Annual Report 2015/16

**SERVICE AREA:** Children, Young People and Learning

**PURPOSE OF DECISION:**

For the Executive Member to receive and sign the annual report of the Complaints, Compliments and Concerns function and to note the key messages and recommendations made.

**ISSUE REFERENCE:** I063255

**FIRST PUBLISHED:** 10 August 2016

The Executive Member for Children, Young People & Learning will be considering a report prepared by or on behalf of the Director of Children, Young People & Learning. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Angella Wells, Head of Performance, Management & Governance, Performance & Governance - CYPL, Time Square, Market Street, Bracknell, RG12 1JD, , [angella.wells@bracknell-forest.gov.uk](mailto:angella.wells@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive Member for Children, Young People & Learning in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.



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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive Member for Children, Young People & Learning is to be asked to make a non-key decision on 18 Oct 2016 in respect of the following:

**TITLE:** Independent Reviewing Officer Annual Report

**SERVICE AREA:** Children, Young People and Learning

**PURPOSE OF DECISION:**

For the Executive Member to receive and sign the annual report of the Independent Reviewing Officer function and to note the key messages and recommendations made.

**ISSUE REFERENCE:** I063254

**FIRST PUBLISHED:** 10 August 2016

The Executive Member for Children, Young People & Learning will be considering a report prepared by or on behalf of the Director of Children, Young People & Learning. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Angella Wells, Head of Performance, Management & Governance, Performance & Governance - CYPL, Time Square, Market Street, Bracknell, RG12 1JD, , [angella.wells@bracknell-forest.gov.uk](mailto:angella.wells@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive Member for Children, Young People & Learning in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive Member for Culture, Corporate Services and Public Protection is to be asked to make a non-key decision on 18 Oct 2016 in respect of the following:

**TITLE:** Supply of Mobile Telephony and Equipment

**SERVICE AREA:** Corporate Services

**PURPOSE OF DECISION:**

To award the contract to supply Mobile Telephony and Equipment

**ISSUE REFERENCE:** I063145

**FIRST PUBLISHED:** 5 August 2016

The Executive Member for Culture, Corporate Services and Public Protection will be considering a report prepared by or on behalf of the Director of Corporate Services. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Ann Hill, ICT Services, Time Square, Market Street, Bracknell, RG12 1JD, Tel: 01344 351792, [ann.hill@bracknell-forest.gov.uk](mailto:ann.hill@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive Member for Culture, Corporate Services and Public Protection in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive is to be asked to make a non-key decision on 15 Nov 2016 in respect of the following:

**TITLE:** Local Safeguarding Children Board (LSCB) Annual Report

**SERVICE AREA:** Children, Young People and Learning

**PURPOSE OF DECISION:**

For the Executive to receive the annual report of the LSCB and to note the key messages and recommendations made.

**ISSUE REFERENCE:** I063253

**FIRST PUBLISHED:** 15 August 2016

The Executive will be considering a report prepared by or on behalf of the Director of Children, Young People & Learning. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Angella Wells, Head of Performance, Management & Governance, Performance & Governance - CYPL, Time Square, Market Street, Bracknell, RG12 1JD, , [angella.wells@bracknell-forest.gov.uk](mailto:angella.wells@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive is to be asked to make a non-key decision on 13 Dec 2016 in respect of the following:

**TITLE:** Council Plan Overview Report

**SERVICE AREA:** Chief Executive's Office

**PURPOSE OF DECISION:**

To inform the Executive of the Council's performance over the second quarter of 2016/17.

**ISSUE REFERENCE:** I060767

**FIRST PUBLISHED:** 20 April 2016

The Executive will be considering a report prepared by or on behalf of the Assistant Chief Executive. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Abby Thomas, Head of Community Engagement and Equalities, Community Engagement & Equalities, Corporate Services, Easthampstead House, Bracknell, RG12 1AQ, Tel: 01344 353307, [abby.thomas@bracknell-forest.gov.uk](mailto:abby.thomas@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive is to be asked to make a non-key decision on 13 Dec 2016 in respect of the following:

**TITLE:** ICT Digital 2016-2019

**SERVICE AREA:** Corporate Services

**PURPOSE OF DECISION:**

To outline technology/ICT direction for the next three years. The action plan will be updated on an annual basis.

**ISSUE REFERENCE:** I056283

**FIRST PUBLISHED:** 9 September 2015

The Executive will be considering a report prepared by or on behalf of the Director of Corporate Services. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Pat Keane, Chief Officer: Information Services, ICT Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ, Tel: 01344 351790, pat.keane@bracknell-forest.gov.uk.

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive Member for Culture, Corporate Services and Public Protection is to be asked to make a non-key decision on 30 Dec 2016 in respect of the following:

**TITLE:** Discretionary Rates Relief - New Applications

**SERVICE AREA:** Corporate Services

**PURPOSE OF DECISION:**

To consider new applications for discretionary rate relief and hardship relief

**ISSUE REFERENCE:** I058315

**FIRST PUBLISHED:** 17 December 2015

The Executive Member for Culture, Corporate Services and Public Protection will be considering a report prepared by or on behalf of the Director of Corporate Services. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Debbie Eley, PA to Director of Corporate Services, Sarah Kingston, Revenue Services Manager, Corporate Services, Easthampstead House, Town Square, Bracknell, RG12 1JD, Corporate Services - Finance, Easthampstead House, Town Square, Bracknell, RG12 1AQ, Tel: 01344 355603, Tel: 01344 352097, [debbie.eley@bracknell-forest.gov.uk](mailto:debbie.eley@bracknell-forest.gov.uk), [sarah.kingston@bracknell-forest.gov.uk](mailto:sarah.kingston@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive Member for Culture, Corporate Services and Public Protection in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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**NOTICE OF NON-KEY DECISION**

Notice is hereby given that the Executive is to be asked to make a non-key decision on 11 Apr 2017 in respect of the following:

**TITLE:** Council Plan Overview Report

**SERVICE AREA:** Chief Executive's Office

**PURPOSE OF DECISION:**

To inform the Executive of the Council's performance over the third quarter of 2016-17

**ISSUE REFERENCE:** I060842

**FIRST PUBLISHED:** 20 April 2016

The Executive will be considering a report prepared by or on behalf of the Assistant Chief Executive. A copy of the report and any other documents will be available for inspection at Easthampstead House, Town Square, Bracknell, RG12 1AQ.

Further information can be obtained from Abby Thomas, Head of Community Engagement and Equalities, Jean Thomson, PA to the Assistant Chief Executive, Community Engagement & Equalities, Corporate Services, Easthampstead House, Bracknell, RG12 1AQ, Chief Executive's Office, Easthampstead House, Town Square, Bracknell, RG12 1AQ, Tel: 01344 353307, Tel: 01344 355604, [abby.thomas@bracknell-forest.gov.uk](mailto:abby.thomas@bracknell-forest.gov.uk), [jean.thomson@bracknell-forest.gov.uk](mailto:jean.thomson@bracknell-forest.gov.uk).

**NB:** The report together with any other documents being considered (unless they contain exempt information) will be available for inspection 5 clear days before the decision is taken by the Executive in Democratic Services, Easthampstead House, Town Square, Bracknell, RG12 1AQ or on the Council's web site. Copies may be requested from Democratic Services but a fee will be payable.

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