

To: **COUNCIL**
12 September 2018

EXECUTIVE REPORT TO COUNCIL
The Leader

1 PURPOSE OF REPORT

- 1.1 Since the Council meeting on 11 July 2018, the Executive met on the 17 July 2018. This report summarises decisions taken by reference to the relevant portfolio within which they fall.
- 1.2 Updated Forward Plans are published every Friday and can be viewed online at www.bracknell-forest.gov.uk. Full details on the decisions taken by individual portfolio holders can also be accessed online through the Council's website.

2 RECOMMENDATION

- 2.1 **Council is asked to consider the recommendations set out at paragraphs 5.2.2, 5.2.3 and 5.7.1**

3 REASONS FOR RECOMMENDATIONS

- 3.1 The reasons for recommendations are set out in the supporting information and in the reports considered by the Executive.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Alternative options are discussed in the relevant individual reports considered by the Executive.

5 SUPPORTING INFORMATION

Transformation and Finance

5.1 Capital Programme Outturn Expenditure 2017/18

- 5.1.1 The Executive noted the capital expenditure outturn for 2017/18 and approved a carry forward of £36.115m to 2018/19, including £0.858m relating to projects approved in 2016/17. In doing so, the Executive noted the financing of capital expenditure as shown in the table below:

Financing of Capital Expenditure

Total capital expenditure	£'000 103,807
To be financed by:	
-Capital receipts	7,872

-Community Infrastructure Levy (CIL)	8,217
-Government Grants/contributions	14,014
-S106 monies available	1,236
-Capital Financing Requirement	72,468

5.1.2 The capital programme for 2017/18 consisted of £139.896m on projects and programmes. The projected outturn was £103.807m (74% of approved budget). The following table summarises the outturn position for schemes managed by Service Departments based on the latest information available.

Capital outturn for each Service

Service	Approved budget £'000	Estimated Outturn £'000	Carry Forward £'000	Under spend £'000
ASCHH	9,771	6,710	3,061	0
CYPL	45,377	30,405	14,972	0
Resources	61,314	52,292	9,048	-26
ECC	23,434	14,400	9,034	0
Total Capital Programme	139,896,	103,807	36,115	-26

5.1.3 The total carry forwards requested by service departments amount to £36.115m. Many of the projects this will fund are either close to being completed or are contractually committed and underway.

5.2 Revenue Expenditure Outturn 2017/18

5.2.1 The Executive noted the outturn expenditure for 2017/18, subject to audit, of £87.823m. This represents an under spend of -£0.544m compared with the approved budget. The Executive also noted carry forwards of £0.084m and approved the earmarked reserves as set out in Annexe C, within the attached Appendix A.

5.2.2 The Executive approved the virements relating to the 2017/18 budget between £0.050m and £0.100m and recommend to Council that those that are over £0.100m be approved by Council as detailed in Annexe E, within the attached Appendix A.

5.2.3 The Executive recommends that Council note the Treasury Management performance in 2017/18 as set out in Annexe B, within the attached Appendix A.

5.2.4 At its meeting on 1 March 2017, Council approved a revenue budget for 2017/18 of £70.278m. The Borough Treasurer's report attached as Appendix A informs Members of the outturn expenditure position, subject to audit, for the financial year 2017/18. This highlights that the Council is within budget for the twentieth successive year and under spent by -£0.544m. The Council has therefore withdrawn £2.024m from General Balances as opposed to a budgeted withdrawal of £2.568m.

5.2.5 The Accounts & Audit Regulations 2015 require the Annual Statement of Accounts to be signed by the Borough Treasurer by 31 May and approved by the Council or a specific committee by 31 July. The draft accounts were actually signed on 24 May.

The Governance and Audit Committee subsequently met on 25 July and approved the Annual Statement of Accounts.

- 5.2.6 The Borough Treasurer's Revenue Expenditure Outturn 2017/18 report that was submitted to the Executive on 17 July 2018 can be found using the following link:

<http://democratic.bracknell-forest.gov.uk/ieListDocuments.aspx?CId=102&MId=7863&Ver=4>

5.3 Easthampstead Park Conference Centre

- 5.3.1 An update was received on Easthampstead Park Conference Centre and the Executive confirmed their decision to sell the facility to Bidder C on the terms detailed in the Director of Environment, Culture and Communities report. Heads of Terms have subsequently been agreed and contract exchange is imminent.

Council Strategy & Community Cohesion

5.4 Council Plan Overview Report and Annual Report

- 5.4.1 The Executive received and noted the Council Plan Overview Report covering the final quarter of (January – March 2018). At the end of the quarter, 92 actions (60.9%) were on target to complete within the timescales set; a further 41 actions (27.2%) had been completed whilst only 14 actions (9.3%) were at risk of falling behind schedule and 4 actions (2.6%) had actually fallen behind schedule.
- 5.4.3 Progress against key performance indicators across the Council was also very positive, with 56 (75%) green – i.e. on, above or within 5% of target; 7 (9%) were amber – i.e. between 5% and 10% of target; and 12 (16%) were red – i.e. more than 10% from target. 40 further indicators had no set target.
- 5.4.4 Highlights over the final quarter included the transfer of management responsibility for Bracknell Leisure Centre, Coral Reef and Downshire Golf Complex to Everyone Active and the Bracknell Library Review which was on course to deliver a £400k saving whilst extending hours of access to libraries. At the end of the quarter the Time 2 Change Programme was also nearing completion in Time Square with all staff moves from Easthampstead House subsequently completed at the end of April and the new Council Chamber fully operational.

5.5 Service Plans 2018/19

- 5.5.1 The Executive received and noted the finalised departmental Service Plans for 2018-2019.
- 5.5.2 Departments had reviewed the actions and performance targets which support the Council Plan's Key Measures of Success as well as the operational priorities. These revisions had been incorporated into the final versions of the individual service plans for each department.
- 5.5.3 Within the 4 service plans there were now:
- 142 actions supporting the Key Measures of Success which in turn support the 6 strategic themes

- 115 Council Plan performance indicators
- 73 operational actions
- 49 operational performance indicators

Completion of these actions will substantially complete the delivery of the objectives and actions set by the Council in the 4 year Council Plan following the 2015 election.

5.6 Downshire Homes Ltd

- 5.6.1 The Executive received and noted a progress report from the Downshire Homes Board and agreed that the Council would extend nominations to households beyond those who are homeless, who have a learning disability and/or autism and/or care leavers to include households where provision of accommodation can be demonstrated that it is in the Council's interests to nominate. The Executive also noted the findings of the Social Finance Review of Downshire Homes Ltd (DHL), and agreed changes to enable DHL to into a shared ownership agreement for a specific property.
- 5.6.2 The reason for the changes was that DHL had been established with a narrow focus to provide accommodation for homeless households, those with learning disabilities and care leavers. It has since become apparent that DHL might be able to provide accommodation which the Council could nominate to, which would meet other Council corporate objectives in terms of proving local accommodation rather than expensive alternative service and accommodation packages.

Culture, Resources and Public Protection

5.7 Polling Districts and Polling Places Review

- 5.7.1 The Executive recommends to Council that they agree the proposals of the Electoral Review Steering Group as set out below:

That no changes are made to the existing polling arrangements for the following wards:

Ward	Polling Districts
Ascot	WX; WY
Central Sandhurst	SP
Crown Wood	BF; WW
Crowthorne	CN
Great Hollands North	BH; BQ
Great Hollands South	BJ
Hanworth	BD; BK
Harmans Water	BL; BLP; WV
Little Sandhurst and Wellington	CS; SQ
Old Bracknell	BM; BN
Owlsmoor	SJ
Priestwood and Garth	BG; BP
Winkfield and Cranbourne	WN; WP; WS; WZ

That the following changes are made to the Binfield with Warfield Ward:

- i. **Separate the southern area of the existing 'BA' polling district into a new polling district to be called 'BI'. Shown in Annexe A of the Director of Resources report– Fig 1.**
- ii. **Separate the Amen Corner development from the 'BA' polling district and creating a new polling district to be called 'BAC'. Shown in Annexe A Director of Resources report – Fig 1.**
- iii. **Designate Newbold College as the polling station for the 'BI' new polling district.**
- iv. **Designate Farley Wood Community Centre is designated as the polling station for polling district 'BAC' with the electors for that polling district using the main hall at the Community Centre.**
- v. **That Binfield Memorial Hall remains the polling station for the revised 'BA' polling district.**
- vi. **That Farley Wood Community centre remains the polling station for the unchanged 'BB' polling district with the electors concerned continuing to vote in the "Meeting Room" at the Community Centre**
- vii. **That no changes are made to either polling districts 'BB' or 'WM', retaining existing polling arrangements.**

That the following change is made to the Bullbrook Ward:

- i. **That one additional polling station is created at Bullbrook Community Centre to increase capacity at this polling place and reduce pressure on the two existing polling stations.**

That the following change is made to the College Town Ward:

- i. **Designate the main sports hall at Sandhurst Secondary School as the default polling station for electors in polling district 'SO'. Should a scheduled exam clash with a polling day the existing arrangements at College Town Infants School would be reinstated.**

That the following changes are made to the Warfield Harvest Ride Ward:

- i. **Create a new polling district named 'WE' by splitting the existing 'WG' polling district into two areas. Fig. 2 in Annexe A of the Director of Resources report shows this.**
- ii. **Designate Westmoreland Pavilion as the polling station for the proposed 'WE' polling district.**
- iii. **That voters in the revised 'WG' polling district continue to vote at Whitegrove Community Centre, (incorrectly labelled as Warfield Community Centre in the original Director of Resources' report) which would be a single polling station.**
- iv. **That voters in the unchanged 'WQ' polling district continue to vote at Whitegrove Community Centre, (incorrectly labelled as Warfield Community Centre in the original Director of Resources' report).**

That the following change is made to the Wildridings and Central Ward:

- i. Designate the former Magistrates Court as the polling station for ‘BT’ electors for the 2019 elections.**
- ii. That subject to a re-evaluation by the Steering Group after planned renovation work, for all subsequent polls, Bracknell Central Library is designated as the polling station.**

5.7.2 The Electoral Administration Act 2013 required the Council to undertake a review of polling arrangements every five years. The last full review concluded in 2014, since when there had been four borough wide polls and six local by-elections. Recently there have been a number of comments and queries from various stakeholders around the continued suitability of some polling stations.

5.7.3 An Electoral Review Steering Group has considered a number of potential locations to replace polling stations that were no longer suitable or available, taking consideration of representations made by a number of stakeholders as part of the formal consultation process that ran from September to November 2017.

5.7.4 All subsequent proposals were made with the intention of balancing the number of electors within each polling district; to ensure that polling places are convenient and easily accessible for voters and that polling arrangements have capacity to absorb future demand arising from new residential property developments.

5.7.5 Changes will take effect with the publication of the revised register of electors on 1 December 2018. If an election takes place prior to this date the existing polling districts and polling places would be used.

5.7.6 The Director: Resources Polling Districts and Polling Places Review report that was submitted to the Executive on 17 July 2018 can be found using the following link:

<http://democratic.bracknell-forest.gov.uk/ieListDocuments.aspx?CId=102&MId=7863&Ver=4>

5.8 Bracknell Forest Biodiversity Action Plan 2018-2023

5.8.1 The Executive approved the new Biodiversity Action Plan 2018 to 2023 to be adopted as a Council strategy and authorised that minor changes to the new Biodiversity Action Plan 2018 to 2023 prior to adoption be agreed with the Chief Officer: Planning, Transport and Countryside in consultation with the Executive Member for Culture, Corporate Services and Public protection.

5.8.2 The Council is responsible for protecting and enhancing biodiversity as set out in policy documents including the community strategy, core strategy (Local Development Framework), climate change action plan and cultural strategy. Successful delivery involves cross service co-operation; with key roles for the Council as Planning Authority, Highway Authority, Access Authority and as a land manager.

5.8.3 The Action Plan is reviewed every six years. It provides a valuable evidence base to support planning decisions, including providing justification for developing biodiversity enhancement projects to be secured from s106 Agreements. It also provides an important opportunity for engagement with residents, parish/town councils, landowners, conservation groups and organisations

Children, Young People and Learning

5.9 Town Centre Youth Centre

- 5.9.1 The Executive commissioned of a feasibility study for the creation of a Town Centre Youth Centre on Braccan Walk.
- 5.9.2 Creation of a town centre youth facility has been a long standing objective for the Council to provide a place for young people to go where they can socialise, and receive advice and guidance from youth workers and other professionals whose remit is to provide early help to young people. This is particularly important for the most vulnerable young people in the Borough.
- 5.9.3 A site has been identified on Braccan Walk which, following consultation has the potential to deliver such a facility in close proximity to the town centre. The feasibility work will be reported back to the Executive at a later date towards the town of the year.

Planning & Transport

5.10 Bracknell Forest Local Plan - Proposed Consultation on New Sites

- 5.10.1 Following the consultation on the hundreds of Draft Local Plan between 8 February and 26 March 2018, responses received had been processed, collated and summarised. Seven new sites were submitted for consideration, summarised in a table within the report. From an initial assessment it was apparent that two of the new sites being promoted had potential for allocation.

For comparative purposes, it was important that these two sites were assessed in the same way as other sites that had already been through the process. The Executive, therefore agreed the principle of public consultation on Land at Hewlett Packard, Cain Road, Binfield and at 3M, Cain Road, Binfield for a period of three weeks in September 2018. A manned exhibition will be held in Binfield, due to the location of the sites.

- 5.10.2 In March 2018, the Government published its revised Draft National Planning Policy Framework (NPPF), along with accompanying Draft Planning Practice Guidance (PPG) and a Housing Delivery Test 'Draft Measurement Rule Book'. Consultation on the documents closed in May and the Government had already indicated that the final version of the NPPF would be published prior to the Summer Recess on 24 July.
- 5.10.3 The Draft NPPF had signalled likely changes that would need to be taken in to account in the Submission Bracknell Forest Local Plan in order to ensure consistency with national policy. It had also indicated the need for strategic policies to look ahead over a minimum of 15 years from adoption. This meant that the plan period for the BFLP would need to be extended by at least a further year. The 2016 based household projections are expected to be published in September 2018.

5.11 Pre-submission consultation response on the draft Bracknell Town Neighbourhood Plan

- 5.11.1 The Executive agreed to delegate approval of the Council's response to Bracknell Town Council on their draft Neighbourhood Plan to the Leader.
- 5.11.2 Bracknell Town Council is currently preparing its Neighbourhood Development Plan ("Neighbourhood Plan") for submission to the Council. The Council had a statutory

duty to provide advice and assistance to qualifying bodies undertaking neighbourhood planning. Approval of the Council's response to a Neighbourhood Development Plan is normally a decision for the Executive Member for Planning and Transport. However, where this is not possible (in this case due to the Executive Member also being a Bracknell Town Councillor) the decision has been delegated to the Executive. Owing to the timescale for the consultation which was likely to commence on 9 July it was therefore recommended that the decision be delegated to the Leader of the Council.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The Borough Solicitor's comments have been addressed in the reports to the Executive.

Borough Treasurer

- 6.2 The Borough Treasurer's comments have been addressed in the reports to the Executive.

Equalities Impact Assessment

- 6.3 Equalities issues, where appropriate, have been addressed in the reports to the Executive.

Strategic Risk Management Issues

- 6.4 Any strategic risks have been identified in the reports to the Executive.

Background Papers

Executive Agenda – 17 July 2018

Contact for further information

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