Work Programme Reference	1077640

- 1. **TITLE:** Bracknell Forest Local Plan proposed consultation on new sites
- 2. **SERVICE AREA:** Environment, Culture & Communities

3. PURPOSE OF DECISION

Seeking authority to carry out consultation on new sites that have emerged through the recent consultation on the draft borough local plan.

- 4 IS KEY DECISION Yes
- DECISION MADE BY: Executive
- 6. **DECISION**:

RESOLVED that:

- the principle of public consultation on Land at Hewlett Packard, Cain Road, Binfield and Land at 3M, Cain Road, Binfield (see Appendix A of Director of Environment, Culture and Communities report) for a period of three weeks in September 2018 is agreed.
- ii) the format and content of material produced for the consultation be approved by the Chief Officer: Planning, Transport and Countryside in consultation with the Executive Member for Planning and Transport.

7. REASON FOR DECISION

The Regulations require that a local plan is prepared in consultation with the local community and other stakeholders. The proposed consultation will facilitate engagement and comments received will help inform sites included in the Submission BFLP.

It is important that the Submission BFLP is based on robust evidence and takes account of emerging national policy, in order to be found 'sound'.

8. ALTERNATIVE OPTIONS CONSIDERED

The option of not consulting on the new sites would leave the Council vulnerable at examination stage when stakeholders have the opportunity to pursue concerns that they have about which sites have been included with an independent inspector whose role is to assess a plan.

9. PRINCIPAL GROUPS CONSULTED: Public

Statutory consultees

Further details are in the report

10. **DOCUMENT CONSIDERED:** Report of the Director of Environment, Culture & Communities

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1076929

1. **TITLE:** Pre-submission consultation response on the draft Bracknell Town Neighbourhood Plan

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

3. PURPOSE OF DECISION

To agree the Council's response to the draft Bracknell Town Neighbourhood Plan Consultation (Regulation 14 pre-submission)

4 IS KEY DECISION Yes

DECISION MADE BY: Executive

6. **DECISION:**

RESOLVED that the Council's response to Bracknell Town Council on their draft Neighbourhood Plan be delegated to the Leader.

7. REASON FOR DECISION

- The Council has a statutory duty set out in paragraph 3(1) of Schedule 4B of the Town and Country Planning Act 1990 (as amended) ("the Act") 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 being a Bracknell Town Councillor) the decision is delegated to the Executive.
- Owing to the timescale for the consultation which is now likely to commence on 9th July and end in mid August, and there being no meeting of the Executive during August, it will not be possible to secure an Executive decision. It is therefore recommended that the decision is delegated to the Leader of the Council.

8. ALTERNATIVE OPTIONS CONSIDERED

The alternative option is for the Council not to respond to the pre-submission consultation. However, for the reasons set out at paragraphs 6.2, 6.5 and 6.6 of the Director of Environment, Culture and Communities report, officers consider a response should be provided at this stage, in the spirit of co-operation and broad compliance with its statutory duty.

9. **PRINCIPAL GROUPS CONSULTED:** In producing a response, colleagues from affected services have been consulted.

Report of the Director of Environment, Culture & Communities **DOCUMENT CONSIDERED:** 10.

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1077532

- 1. **TITLE:** Bracknell Forest Biodiversity Action Plan 2018-2023
- 2. **SERVICE AREA:** Environment, Culture & Communities
- 3. PURPOSE OF DECISION

To seek approval for the new Biodiversity Action Plan (BAP) 2018 to 2023 for Bracknell Forest Borough.

- 4 IS KEY DECISION Yes
- DECISION MADE BY: Executive
- 6. **DECISION**:

RESOLVED that:

- the new Biodiversity Action Plan 2018 to 2023 be approved and be adopted as a Council strategy.
- ii) minor changes to the new Biodiversity Action Plan 2018 to 2023 prior to adoption in (3.1 of the Director of Environment, Culture and Communities) above be agreed with the Chief Officer: Planning, Transport and Countryside in consultation with the Executive Member for Culture, Corporate Services and Public protection.

7. REASON FOR DECISION

- i) As a unitary authority, Bracknell Forest 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 will involve cross service co-operation; with key roles for the Council as Planning Authority, Highway Authority, Access Authority and as a land manager.
- ii) Approval and publication of BAP will support Council Strategic themes:-
 - 'A clean, green, growing and sustainable place'
 - 'Strong, safe, supportive and self-reliant communities' with particular reference to 'Levels of volunteering and community action in the borough are increased.'
- iii) At a National level there have been many recent publications from central government which reflect a rapidly changing approach to biodiversity. The most relevant of these is 'Biodiversity 2020: A strategy for England's wildlife and ecosystem services' published in August 2011 which sets broad priorities for the conservation of biodiversity.

The Bracknell Forest BAP aims to contribute towards this wider strategy by reporting to higher levels via the Berkshire Biodiversity Action Plan (now called the Berkshire

Biodiversity Strategy 2014-2020) through the Berkshire Local Nature Partnership (LNP).

- iv) The current legislation identified for UK Priority Habitats includes that provided by the NPPF paragraph 117: 'Planning policies should promote the preservation, restoration and re-creation of priority habitats, ecological networks and the recovery of priority species populations, linked to national and local targets, and identify suitable indicators for monitoring biodiversity in the plan.'
- v) As a public authority in England, Bracknell Forest has a duty under the NERC Act 2006 to have regard to conserving biodiversity as part of its policy or decision making. Conserving biodiversity can include restoring or enhancing a population or habitat. Having an approved, current BAP provides an essential evidence base, objectives and targets that are specific to Bracknell Forest. The BAP provides added weight to internal planning consultation responses and a valuable reference for officers, members, stakeholders and residents alike.
- vi) The BAP seeks to contribute to the protection and enhancement of biodiversity by: (1) addressing habitat connectivity, (2) developing a system for biodiversity accounting, (3) adopting a green infrastructure and (4) secure biodiversity enhancement projects through s106 funding which will help developers meet their planning obligation. These are all consideration in the planning process.

8. ALTERNATIVE OPTIONS CONSIDERED

i) If a new Biodiversity Action Plan is not adopted, this will reduce the effectiveness of and capacity for positive measures to protect and enhance wildlife, including in relation to partnership working to achieve nature conservation objectives. In the absence of a valid BAP which identifies priorities, plans and projects, the local development industry would find it more challenging to meet their environmental obligations required under national and local planning standards.

BAPs play an important role in translating national and regional strategies, priorities and targets into direct local action on the ground, and in identifying which UK priority species and habitats are found in that local area. The UK BAP lists of priority species and habitats remain important and valuable reference sources. Notably, they have been used to help draw up statutory lists of priority species and habitats in England, as required under: Section 41 of the Natural Environment and Rural Communities (NERC) Act 2006.

- ii) The Council will also be unable to effectively demonstrate compliance with the statutory duty to conserve biodiversity in accordance with the Natural Environment and Rural Communities (NERC) Act 2006.
- 9. PRINCIPAL GROUPS CONSULTED: Bracknell Forest Nature Partnership

Town and Parish Councils

Volunteer Groups General Public

DOCUMENT CONSIDERED: Report of the Director of Environment, Culture &

Communities

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	l077931

1. TITLE: Town Centre Youth Centre

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

3. PURPOSE OF DECISION

For the Executive to approve the commencement of a feasibility study for the Town Centre Youth Centre project.

4 IS KEY DECISION No.

5. **DECISION MADE BY:** Executive

6. **DECISION**:

RESOLVED that the commencement of a feasibility study for the Town Centre Youth Centre be approved.

7. REASON FOR DECISION

- i) A town centre youth facility is required 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 who may be at a greater risk of Child Sexual Exploitation (CSE), gang initiation and Child Criminal Exploitation (CCE), including 'County Lines' when gangs and organised crime networks exploit children to sell drugs.
- ii) The new town centre is attractive to young people and without such provision young people congregate in the town centre on an ad-hoc basis making the targeting and co-ordination of early help more difficult.
- iii) Creation of a town centre youth facility has been a long standing objective for the Council.
- iv) 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.

8. ALTERNATIVE OPTIONS CONSIDERED

- i) Not having such a facility is not a realistic option given the need outlined in 3.1 to 3.3 of the Director of Children, Young People and Learning's report.
- ii) The nearest existing youth facility is at Coopers Hill but this is too far from the town centre to make this an attractive location for young people. The new town centre is now drawing people of all ages and walks of life but there is currently no specific provision for young people.
- iii) The previous commitment by the Council to create a town centre youth facility has been actively pursued and the Braccan Walk proposal is presented as the most

favourable option following evaluation of a number of other options that have been previously considered. These have included:

- · Development of the Coopers Hill site
- · Accommodation in Princess Square
- · Co-location with the library
- Accommodation at 14 Market Street
- Accommodation at the former 3M building
- iv) On evaluation none of these options have proved to be viable in terms of either availability or location or surroundings or estimated running costs.
- 9. **PRINCIPAL GROUPS CONSULTED:** Young people in Bracknell Town and across the Borough including the Youth Council
- 10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.
- 11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1071009

1. TITLE: Polling Districts and Polling Places Review

2. **SERVICE AREA:** Resources

3. PURPOSE OF DECISION

To carry out a review of polling districts and polling places in the borough as required by Section 18 of the Representation of the People Act 1983 and Section 17 of the Electoral Administration Act 2013.

4 IS KEY DECISION Yes

5. **DECISION MADE BY:** Executive

6. **DECISION**:

RECOMMENDED that:

i) 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
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- ii) the following changes are made to the Binfield with Warfield Ward:
 - a) separate the southern area of the existing 'BA' polling district into a new polling district to be called 'BI'. Shown in Annexe A – Fig 1 of the Director of Resources report.
 - b) separate the Amen Corner development from the 'BA' polling district and creating a new polling district to be called 'BAC'. Shown in Annexe A – Fig 1 of the Director of Resources report.
 - c) designate Newbold College as the polling station for the 'BI' new polling district.
 - d) 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.
 - e) Binfield Memorial Hall remains the polling station for the revised 'BA' polling district.
 - f) 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.
 - g) no changes are made to either polling districts 'BB' or 'WM', retaining existing polling arrangements.
- iii) the following change is made to the Bullbrook Ward:
 - a) 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.
- iv) the following change is made to the College Town Ward:
 - a) 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.
- v) the following changes are made to the Warfield Harvest Ride Ward:
 - a) create a new polling district named 'WE' by splitting the existing 'WG' polling district into two areas, as shown in Fig. 2 in Annexe A of the Director of Resources report.
 - b) designate Westmoreland Pavilion as the polling station for the proposed 'WE' polling district.
 - c) that voters in the revised 'WG' polling district continue to vote at Warfield Community centre which would be a single polling station.

- d) that voters in the unchanged 'WQ' polling district continue to vote at Warfield Community Centre.
- vi) the following change is made to the Wildridings and Central Ward:
 - a) designate the former Magistrates Court as the polling station for 'BT' electors for the 2019 elections.
 - b) 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.

7. REASON FOR DECISION

- The proposals seek to update the current polling arrangements to ensure that all polling districts, places and stations are suitable for the next borough wide elections in May 2019.
- ii) All proposals are made with the intention to balance 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.

8. ALTERNATIVE OPTIONS CONSIDERED

The Electoral Review Steering Group 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 – Shown in Annexe B of the Director of Resources report.

9. **PRINCIPAL GROUPS CONSULTED:** Residents of the borough.

10. **DOCUMENT CONSIDERED:** Report of the Director of Resources

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1078076

1. **TITLE:** Capital Programme Outturn Expenditure 2017/18

2. **SERVICE AREA:** Resources

3. PURPOSE OF DECISION

To report on capital expenditure incurred and financing for the year 2017/18.

4 IS KEY DECISION No

5. **DECISION MADE BY:** Executive

6. **DECISION**:

RESOLVED that

i) the outturn capital expenditure is noted.

- ii) the carry forward of £36.115m from the 2017/18 capital programme to 2018/19 including £0.858 relating to projects approved in 2016/17 (see paragraph 5.5 of the Borough Treasurer's report) is approved.
- iii) the financing of capital expenditure as shown in Table 2 of the Borough Treasurer's report is noted.

7. REASON FOR DECISION

The reasons for the recommendations are set out in section 5 of the Borough Treasurers report.

8. ALTERNATIVE OPTIONS CONSIDERED

Not Applicable

9. **PRINCIPAL GROUPS CONSULTED:** Not applicable

10. **DOCUMENT CONSIDERED:** Report of the Director of Resources

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1075780

1. **TITLE:** Revenue Expenditure Outturn 2017/18

2. **SERVICE AREA:** Resources

3. PURPOSE OF DECISION

To note outturn expenditure and make recommendations to the Governance and Audit Committee on Reserves.

4 IS KEY DECISION Yes

5. **DECISION MADE BY:** Executive

6. **DECISION**:

RESOLVED that:

- i) the outturn expenditure for 2017/18, subject to audit, of £87.823m, which represents an under spend of -£0.544m compared with the approved budget is noted.
- ii) the budget carry forwards of £0.084m is noted (see paragraph 5.7 and Annexe C of the Borough Treasurer's report).

RECOMMENDED that:

- i) Council note the Treasury Management performance in 2017/18 as set out in Annexe B of the Borough Treasurer's report.
- ii) the earmarked reserves as set out in Annexe D of the Borough Treasurer's report is approved.
- iii) the virements relating to the 2017/18 budget between £0.050m and £0.100m are approved and recommend those that are over £0.100m are approved by Council (see Annexe E of the Borough Treasurer's report.).

7. REASON FOR DECISION

The recommendations are intended to inform the Executive of financial performance against budget in the 2017/18 financial year.

8. ALTERNATIVE OPTIONS CONSIDERED

The report sets out the Council's actual financial performance in 2017/18 and the consideration of options is not therefore appropriate.

- 9. **PRINCIPAL GROUPS CONSULTED:** None.
- 10. **DOCUMENT CONSIDERED:** Report of the Director of Resources

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1076396

1. **TITLE:** Service Plans 2018/19

SERVICE AREA: Chief Executive's Office

3. PURPOSE OF DECISION

Approval of updated Service Plans for 2018/19.

4 IS KEY DECISION Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

RESOLVED that the departmental service plans are noted.

7. REASON FOR DECISION

- i) Departments have reviewed the actions and performance targets which support the Council Plan's Key Measures of Success as well as the operational priorities. These revisions have been incorporated into the final versions of the individual service plans for each department.
- ii) Within the 4 service plans there are 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

The 2018-19 service plans for each department are attached as Annexes A-D of the Chief Executive's report.

- iii) The Council's performance management framework provides for the preparation of Quarterly Service Reports (QSRs) by each department. These QSRs provide an update of progress and performance against the actions and indicators within the departmental Service Plans.
- iv) Following the Executive & Employment Committees recent consideration of the Council Organisational Structure and its desire to enhance the performance management and appraisal of senior officers, the Service Plans will also form a key component of the appraisal process. Appraisal panels will determine with Directors which of the main actions form the most relevant personal objectives and progress will be assessed at year end.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None Applicable.

9. PRINCIPAL GROUPS CONSULTED: None.

10. **DOCUMENT CONSIDERED:** Report of the Chief Executive

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1077260

1. **TITLE:** Council Plan Overview Report and Annual Report

SERVICE AREA: Chief Executive's Office

3. PURPOSE OF DECISION

To inform the Executive of the performance of the Council over the fourth quarter of the 2017/18 financial year (January - March 2018) and the Annual Report.

4 IS KEY DECISION Yes

5. **DECISION MADE BY:** Executive

6. **DECISION**:

RESOLVED that

- the performance of the Council over the period from January March 2018 highlighted in the Overview Report in Annex A of the Chief Executive's report is noted.
- ii) the performance of the Council against the Key Measures of Success in the Council Plan for 2017/18 highlighted in the Overview Report in Annex A of the Chief Executive's report is noted.

7. REASON FOR DECISION

To brief the Executive on the Council's performance, highlighting key areas, so that appropriate action can be taken if needed.

8. ALTERNATIVE OPTIONS CONSIDERED

None applicable.

9. PRINCIPAL GROUPS CONSULTED: None.

10. **DOCUMENT CONSIDERED:** Report of the Chief Executive

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1077498

1. **TITLE:** Downshire Homes Ltd

2. **SERVICE AREA:** Adult Social Care, Health & Housing

3. PURPOSE OF DECISION

Executive is asked to consider extending the range of households that are nominated to Downshire Homes and also to receive a report from Downshire Homes Ltd on their operations to date.

4 IS KEY DECISION Yes

5. **DECISION MADE BY:** Executive

6. **DECISION**:

RESOLVED that:

- i) the report received from the Downshire Homes Board as at Appendix A of the Director of Adult Social Care, Health and Housing report is noted.
- ii) that the Council will extend nomination of households beyond those who are homeless, who have a learning disability and or autism or care leavers to include households where provision of accommodation can be demonstrated it is in the Council's interests to nominate.
- iii) the findings of the Social Finance Review of Downshire Homes Ltd are noted.
- iv) the changes to the mortgage the Council provides to DHL to enable purchase of properties as set out in paragraph 5.11 of the Director of Adult Social Care, Health and Housing's report is agreed.
- v) DHL is authorised to enter into a shared ownership agreement for a specific property purchase described in paragraph 5.13 of Director of Adult Social Care, Health and Housing's report, with the Borough Treasurer and Legal Services authorised to approve the specific terms of the agreement.

7. REASON FOR DECISION

DHL was established with a narrow focus to provide accommodation for homeless households, those with learning disabilities and care leavers. It has become apparent that DHL may be able to provide accommodation which the Council can nominate to that will meet other Council corporate objectives.

8. ALTERNATIVE OPTIONS CONSIDERED

If the Council were to offer secure tenancies to households there would come a time when

the number of tenancies would require the Council to re-open the housing revenue account. The present threshold is 200 properties.

9. PRINCIPAL GROUPS CONSULTED: Not applicable

10. **DOCUMENT CONSIDERED:** Report of the Director of Adult Social Care, Health &

Housing

11. **DECLARED CONFLICTS OF INTEREST:** Councillor Birch expressed an Affected

Interest as a Director of Downshire

Homes Ltd

Councillor Heydon expressed an Affected Interest as a Director of

Downshire Homes Ltd.

The Chief Executive, Timothy Wheadon expressed an Affected Interest as a Director of Downshire Homes Ltd.

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018

Work Programme Reference	1078323

1. **TITLE:** Easthampstead Park Conference Centre

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

3. PURPOSE OF DECISION

Following a material change in circumstances, to review options relating to the future operation of Easthampstead Park Conference Centre

4 IS KEY DECISION Yes

DECISION MADE BY: Executive

6. **DECISION**:

RESOLVED that an offer to sell Easthampstead Park Conference Centre be made to Bidder C on the terms detailed in the Director of Environment, Culture and Communities report.

7. REASON FOR DECISION

The sale of Easthampstead Park Conference Centre to a well-established and high quality conference operator will bring much needed investment in a unique heritage facility which will not only protect and secure EPCC's future as a listed building and local business but will also bring additional employment into the borough. Furthermore, the combined effect of the revenue savings and capital receipt will make a significant contribution to meeting the council's savings requirements.

8. ALTERNATIVE OPTIONS CONSIDERED

- i) One alternative is not to dispose of the Centre and continue to manage the property directly but it is considered this would be damaging to the Council financial plans and transformation programme resulting in a continued annual revenue loss of circa £250,000 per annum and significant amounts per annum in capital maintenance costs. The condition of the listed building would unlikely to be improved by retention.
- ii) Another alternative is to establish a wholly owned council trading company which would allow the new operation to take advantage of the hotel market which the council, under direct management, is not lawfully able to do. However, based on the scale of investment proposed by all three companies to bring EPCC into a sustainable trading condition (circa £10m £15m) it is considered too high a risk for the level of return that would need to be delivered for this to be achieved by a council influenced company with negligible expertise in the hotel market.
- iii) The soft market testing by external consultants has excluded previous parties for under bidding, lack of credibility and deliverability, especially for a continuing facility which also protects the listed building nature of the property.
- iv) Prior to the appointment of Christie and Co., Savills were appointed to consider the

value of the property and the suitability as conversion either as a single dwelling or multiple dwellings and for alternative uses such as education establishment or health complex. The conclusion of all of this analysis, whilst heavily caveated, was clear that none would be more viable and offer a sustainable future for the building than the disposal of the operation as a going concern.

9. PRINCIPAL GROUPS CONSULTED: Cllr Robert Angell

10. **DOCUMENT CONSIDERED:** Report of the Director of Environment, Culture &

Communities

Date Decision Made	Final Day of Call-in Period
17 July 2018	24 July 2018