

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I091792</b>
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1. **TITLE:** Central and Eastern Berkshire Joint Minerals and Waste Local Plan

2. **SERVICE AREA:** Place, Planning & Regeneration

3. **PURPOSE OF DECISION**

To seek the Executive's recommendation to Council to submit the Submission Joint Minerals and Waste Local Plan for Central and Eastern Berkshire to the Secretary of State for examination by an independent Inspector. Pursuant to this, the Executive's recommendation is sought to publish the Proposed Submission Joint Minerals and Waste Local Plan for Central and Eastern Berkshire and related changes to the Policies Map for consultation.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i. the Proposed Submission Central and Eastern Berkshire Joint Minerals and Waste Plan (along with the supporting documents and Policies Map) is approved for publication for a statutory six week period of consultation commencing on Thursday 3rd September and closing on Thursday 15th October 2020.
- ii. that any minor changes to the Proposed Submission Central and Eastern Berkshire Joint Minerals and Waste Plan and supporting documents (relevant to Bracknell Forest), following Council, are agreed by the Director of Place Planning and Regeneration in consultation with the Executive Member for Planning and Transport

**RECOMMENDED** that

- iii. Under the provisions of Section 22 of the Planning and Compulsory Purchase Act 2004 (as amended), that the Proposed Submission Central and Eastern Berkshire Joint Minerals and Waste Plan, the Policies Map and all supporting documents be formally submitted to the Secretary of State for independent examination.
- iv. Under the provisions of Section 23 of the Planning and Compulsory Purchase Act 2004 (as amended), that the appointed Inspector be requested to recommend main modifications to the submitted Plan, in the event that the Inspector considers that such modifications are necessary to make the Plan sound.

7. **REASON FOR DECISION**

It is important that the Council has an up to date and robust planning framework to guide development which reflects current national policy and guidance. The preparation of a JMWP will help achieve this aim.

The joint plan must be prepared in consultation with the local community and other stakeholders. Several information gathering consultations and 'calls for sites' have been completed that form the preparation stage of plan-making (Regulation 181). Responses to these have informed the content of the plan.

#### 8. ALTERNATIVE OPTIONS CONSIDERED

The Council could have sought to provide plan coverage for minerals and waste in its Local Plan, rather than preparing a separate plan. However, due to the strategic nature of minerals and waste issues and the specialist knowledge required in this area, such an approach was ruled out at an early stage. Creating a joint plan creates economies of scale and enables the Council to deal with minerals and waste issues strategically.

9. **PRINCIPAL GROUPS CONSULTED:** General consultation bodies  
Specific consultation bodies  
Public  
Landowners  
Minerals and waste operators

10. **DOCUMENT CONSIDERED:** Exec Proposed Submission JMWP June 2020  
Draft Policies Map June 2020 v3 low res  
Appendix A JCEB Minerals and Waste Local Plan  
Proposed Submission for Approval July 2020  
Appendix B - Consultation Strategy Mandate Draft  
Submission Minerals Waste LP

11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Date decision will be implemented
14 July 2020	21 July 2020

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I090630</b>
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1. **TITLE:** Revenue Expenditure Outturn 2019/20

2. **SERVICE AREA:** Finance

3. **PURPOSE OF DECISION**

To note the outturn position for the year and approve earmarked reserves.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that

- i. the outturn expenditure for 2019/20, subject to audit, of £74.323m, which represents an under spend of -£0.646m compared with the approved budget is noted.
- ii. the budget carry forwards of £0.054m (see paragraph 5.7 and Annexe C) are approved.

**RECOMMENDED** that

- iii. Council note the Treasury Management performance in 2019/20 as set out in Annexe B of the Director: Resources report.
- iv. the earmarked reserves as set out in Annexe D of the Director:Resource's report are approved.
- v. the virements relating to the 2019/20 budget between £0.050m and £0.100m and recommend those that are over £0.100m are approved by Council.

7. **REASON FOR DECISION**

The recommendations are intended to inform the Executive of financial performance against budget in the 2019/20 financial year.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The report sets out the Council's actual financial performance in 2018/19 and the consideration of options is not therefore appropriate.

9. **PRINCIPAL GROUPS CONSULTED:** None.

10. **DOCUMENT CONSIDERED:** 2019-20 outturn report v2  
Executive Outturn annexes

11. **DECLARED CONFLICTS OF INTEREST:** None

<b>Date Decision Made</b>	<b>Date decision will be implemented</b>
14 July 2020	21 July 2020

**E tBracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I092404</b>
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1. **TITLE:** Greening Waste Collection Update

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To update the Executive on greening waste collection arrangements

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that

- i. the introduction of food waste and the move to three weekly refuse collections for households is postponed until the 1st March 2021 as a result of the Coronavirus.
- ii. communications related to the changes will be paused and restarted in October 2020 with a refreshed and revised communications plan.
- iii. the introduction of food waste collections to flats and Houses of Multiple Occupation with communal bins is postponed until the Autumn of 2021 following work being completed by Overview & Scrutiny after roll out of the household service.

7. **REASON FOR DECISION**

Following approval by The Executive on 28 January 2020 work began on communicating with residents on the changes however as a result of the Coronavirus since early March online and social media communication has stalled. This means our residents are not as informed about the changes as planned at this time.

One of the crucial elements of the summer communication focussed on face to face advice and support. Coronavirus restrictions have meant face to face interactions with residents have not been possible.

The five vehicles to be used for collecting food waste have been ordered, but production has been paused so at the time of writing there is no confirmed delivery date.

A service change of this scale requires a significant amount of preparation, a critical element is the new collection rounds for the service and the subsequent adjustments for the refuse collections. This process is running behind schedule as a result of the additional service pressures within Suez due to efforts of keeping existing collection services going during the pandemic.

The recommended 1 March 2021 start date avoids being too close to Christmas and New Year. Caddy deliveries and final roll out communications will take place in January and February.

**8. ALTERNATIVE OPTIONS CONSIDERED**

Continue with the original October 2020 date; this carries a significant risk as vehicles may not arrive in time, new vehicle rounds may not be completed, and residents would not be as informed about the changes as planned.

Delay until October 2021, a full year delay is an option, however this would see an even larger reduction in the estimated savings and BFC would be lagging behind re3 partners.

9. **PRINCIPAL GROUPS CONSULTED:** The cross party Food Waste Member steering group reviewed and commented on this paper at their last meeting.

10. **DOCUMENT CONSIDERED:** Green Waste Collection Update for Exec 14-07-20v2  
Appendix 1 - Green Waste Collection update for  
Exec 14-07-20

11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Date decision will be implemented
14 July 2020	21 July 2020

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I091157</b>
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1. **TITLE:** Strategic Procurement Plan

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

Approval of procurement and procurement process for Cloud Hosting and related Support Services

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that the strategic procurement plan for Cloud-based Hosting and Support is approved.

7. **REASON FOR DECISION**

Most organisations are moving to a Cloud-based operational model to provide their ICT facilities instead of investing in on-premise, or on-site facilities with the additional overheads of energy consumption, physical security and local management of hardware and systems. The cloud-based model is scalable (to cope with increased or reduced demand) more secure and future-proof in terms of the technical development and provision of applications software going forward. The timing of the procurement recognises that key servers and other systems currently in operation are approaching end of life, with limited future support from vendors, on offer.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The estimated costs of a hosted operational solution have been produced in some detail. The costs of replacing the ICT facilities with the current day equivalent of the hardware and software, for an on-premise operation has also been calculated. The Cloud hosting operation is estimated to be more expensive (£167,000 over four years or £42,000 per annum) but it offers greater security in a time where the cyber threat is growing rapidly, and the agility to support collaboration with external partners and location independent working.

One of the key benefits of the Cloud-based operational model is that it is charged for on a subscription basis, for data processing and storage resources consumed. This is not feasible in an on-premise operation, as a physical server may host the systems of several services, and remains in place, irrespective of how much it is used. The subscription would go up if the requirement does, but if the requirement is reduced (e.g. as servers or systems are retired or if a service department should contract) so is the cost reduced. Some cost reduction has been factored into the projected costs for the cloud-based solution, based on a conservative estimate.

9. **PRINCIPAL GROUPS CONSULTED:** N/A
10. **DOCUMENT CONSIDERED:** Decision report for Exec- Cloud Hosting v1.1  
Procurement Plan - Cloud Support 30 06 20 V.3.4  
Initial equalities screening record form - Cloud  
Hosting and Support  
Azure Procurement - Full DPIA Template 30 06 20
11. **DECLARED CONFLICTS OF INTEREST:** None

<b>Date Decision Made</b>	<b>Date decision will be implemented</b>
14 July 2020	21 July 2020



**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I087627</b>
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1. **TITLE:** Property Joint Venture - Award of Preferred Bidder

2. **SERVICE AREA:** Finance

3. **PURPOSE OF DECISION**

Award of the preferred bidder following procurement.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that

- i. Bidder A be approved as the “Preferred Bidder” for the Council’s property joint venture partnership and authorise the Director: Resources and the Borough Solicitor to finalise the necessary contractual agreements on such terms as best protect the Council’s interest.
- ii. The contents of the delegation policy set out in Appendix E to be incorporated in the partnership Members’ Agreement, subject to any non-material changes agreed by the Director: Resources and the Borough Solicitor as part of finalisation of the contractual agreements;
- iii. The incorporation of the Bracknell Forest Limited Liability Partnership (“LLP Joint Venture”) with the Preferred Bidder following the execution of legal contracts;

**RECOMMENDED** that

- iv. funding be made available as required to support the Council’s 50% investment in the joint venture, with requirements for individual site development to be agreed as part of the Executive and Council’s consideration of the initial JV business plan later this year.

7. **REASON FOR DECISION**

The recommendations are based on a detailed evaluation of all submitted bids by senior Bracknell Forest officers and Directors, supported by the Corporate Procurement team who have overseen the evaluation process to ensure robustness. Further verification has been provided by the Council’s appointed professional advisors Pinsent Masons LLP (Legal) and Avison Young (Commercial and Property).

The evaluation process followed a strict structure of evaluation criteria which followed an OJEU compliant procurement process and was agreed by Property Joint Venture project board, designed to ensure a focus on the Vision and Objectives agreed by the

Executive in February 2019.

he shortlisted bidders had to detail how they would satisfy key issues in the areas of Design and Planning (20%), project delivery (23%), partnership working and governance (5%), finance and commercial (40%) and legal (10%). Responses were evaluated using an evidence-based approach and the recommendation to the Executive reflects the agreed outcome from the process.

**8. ALTERNATIVE OPTIONS CONSIDERED**

The Executive could decide not to appoint a Preferred Bidder; however, this would mean that the Council would need to develop an alternative approach to securing development of identified sites in and around Bracknell town centre. The Business Case that informed the Executive's decision in February 2019 indicated that alternative approaches would be less likely to deliver the agreed objectives.

**9. PRINCIPAL GROUPS CONSULTED:** None.

**10. DOCUMENT CONSIDERED:** JV Report 14 July 2020 CONFIDENTIAL FINAL Version

**11. DECLARED CONFLICTS OF INTEREST:** None

<b>Date Decision Made</b>	<b>Date decision will be implemented</b>
14 July 2020	21 July 2020

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I092790</b>
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1. **TITLE:** Support for Everyone Active to enable recovery from the impact of COVID-19

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To outline the support offered by Bracknell Forest Council to Everyone Active (EA) to enable recovery from the impact of the Covid-19 pandemic and to ask for Executive approval for that support.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that

- i. Everyone Active is granted a management fee holiday for the full year 2020/21, inclusive of the relief for the first quarter's management fee previously approved by the Executive on 28 April 2020;
- ii. the Council will underwrite the estimated reopening costs and losses for Everyone Active for the period July 2020 to March 2021, with the actual sum to be calculated on an "open book" basis in accordance with the approach set out in paragraph 5.15 and in Appendix 2 of the Director:Resources report.
- iii. the revised surplus share mechanism described in 5.20 that offers the potential, subject to actual trading performance, for the Council to recoup the costs incurred in respect of recommendation 2.2 be approved over the remaining life of the contract with Everyone Active up to 31st March 2033.

7. **REASON FOR DECISION**

The government has set out its plan for returning life to as normal as possible following the impact of the Coronavirus pandemic in a stepped programme. This programme has released sectors of the economy in a phased manner, while still keeping an eye on protecting communities and the health services. It was expected that this would include the permitted re-opening of leisure services on the 4th July, however this was not the case. An announcement was made on the 9th July that Indoor gyms, swimming pools and sports facilities can reopen from 25 July. This is the date that the Council and EA are now working towards for reopening Bracknell Leisure Centre.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Executive could determine not to support EA's cashflow position as proposed.

The consequence of this would be that EA would need to take a commercial view on whether to re-open the facilities or not. If they remain closed due to trading uncertainties, the costs for hibernating buildings will continue and increase over time, with the council having to meet these costs, with no likely prospect of recovering them.

- 9. **PRINCIPAL GROUPS CONSULTED:** Director: Finance  
Borough Solicitor
- 10. **DOCUMENT CONSIDERED:** EA Support July 2020 Finalv2
- 11. **DECLARED CONFLICTS OF INTEREST:** None

<b>Date Decision Made</b>	<b>Date decision will be implemented</b>
14 July 2020	21 July 2020