

To: **COUNCIL**  
**24 February 2021**

---

**EXECUTIVE REPORT TO COUNCIL**  
**The Leader**

**1 PURPOSE OF REPORT**

- 1.1 Since the Council meeting on 13 January 2021, the Executive has met on the 26 January 2021 and 9 February 2021. 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](http://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 note the report.**

**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**

**Council Strategy & Community Cohesion**

**5.1 The Local Government and Social Care Ombudsman (LGSCO) Annual Review Letter**

- 5.1.1 The Executive noted the Local Government and Social Care Ombudsman's Annual Review Letter 2020.
- 5.1.2 The annual review letter from the LGSCO provides local authorities with an overview of the council's performance in complaint handling, covering the financial year April 2019 to March 2020.
- 5.1.3 In 2019/20 the LGSCO conducted detailed investigations into six cases, this was one fewer than the previous year and amongst the lowest compared to Bracknell Forest Council's CIPFA neighbours. Even though there are always lessons to be taken from complaints, such a low number of investigations in the context of several million

interactions with residents every year represents a significant 'soft' indicator of overall service provision.

## **Culture, Delivery and Public Protection**

### **5.2 CCTV Deployment Policy**

- 5.2.1 The Executive agreed the CCTV Deployment Policy, and that the Executive Director – Delivery be designated as the Senior Responsible Officer for the purpose of oversight of the implementation of this policy. They also agreed that all staff involved in the deployment and management of CCTV surveillance systems should attend briefing sessions on the Policy.
- 5.2.2 The Council is required to comply with a range of legislation and guidance in its deployment and use of CCTV systems. By adopting the policy, a consolidated code would be brought in for use across the Council when services are considering the deployment of surveillance.

### **5.3 Regulation of Investigatory Powers Act 2000 (RIPA)– Council Policy**

- 5.3.1 The Executive agreed that the updated RIPA policy be approved. They also agreed that Members be briefed on the content, purpose and application of the RIPA and that the post-holders identified in the Policy be designated as 'Authorising Officers'.
- 5.3.2 The Council is required by the statutory codes of practice issued under the Regulation of investigatory Powers Act 2002 to have an approved policy for the control and application of RIPA provision across the functions of the Council.
- 5.3.3 The Council last considered its RIPA policy in 2014. The policy is a fundamental update of the previous policy taking account of all current codes of practice, IPCO guidance and the feedback from the December 2019 IPCO audit findings. The document is a framework for how, when it is essential, surveillance will be managed within the Council and who is responsible for oversight of the various aspects.

### **5.4 Digital & ICT Strategy 2021 – 2024**

- 5.4.1 The Executive approved the Digital & ICT Strategy 2021 – 2024 and the outline work programme included within the Strategy. The governance arrangements proposed were also agreed.
- 5.4.2 A clear direction for Digital and ICT is important for the Council, to ensure the work of the Digital and ICT teams continue to contribute effectively to the strategic objectives and delivers the levels of functionality and security required to support effective and efficient operation.

### **5.5 Customer Experience Strategy 2021 – 2024**

- 5.5.1 The Executive also approved the Customer Experience Strategy 2021 – 2024 and agreed the outline work programme and the governance arrangements proposed.
- 5.5.2 The Customer Experience Strategy is very closely linked to the Digital and ICT Strategy and provides a clear direction for Customer Experience to ensure the approach continues to contribute to the strategic objectives of the Council, and the ongoing satisfaction of residents with the services the organisation provides.

## **5.6 Vehicle Emissions and Air Quality**

- 5.6.1 The Executive agreed that the provisions for Road Vehicles (Construction and Use) Regulations 1986 should be enforced in so far as they relate to idling of vehicles and where appropriate to do so to issue fixed penalty notices in accordance with The Road Traffic (Vehicle Emissions) (Fixed penalty) England Regulations 2002.
- 5.6.2 The Executive also agreed that in accordance with the Council's Constitution (Part 2: Section 6, Table 1 c) that the Executive Director - Delivery authorises relevant officers to enforce the provisions and that the Public Protection Manager on behalf of the Council seeks 'Designation' status under Part 2 of the Road Traffic (Vehicle Emissions)(Fixed Penalty) Regulations 2002 from the Secretary of State in order that it may enforce the 'emissions offences' set out in Regulation 61 and 61A Road Vehicles (Construction and Use) Regulations 1986 as amended and in accordance with the Councils Constitution (Part 2: Section 6, Table 1 c) that the Executive Director - Delivery authorises relevant officers to enforce the provisions set out in C above should the relevant 'Designation' be granted by the Secretary of State.
- 5.6.3 The Council is committed to tackling issues associated with air quality. Vehicle emissions are known to have a significant effect of air quality and in particular the levels of Nitrous Oxide and particulates. The Council has two designated Air Quality Management Areas as defined by the Environment Act 1995. It also has an Air Quality Action Plan which contains a number of measures designed to improve air quality.

## **Planning and Transport**

### **5.7 Revised Local Development Scheme (LDS) 2021 - 2024**

- 5.7.1 The Executive resolved that the Local Development Scheme 2021 – 2024 would come into effect on 17th February 2021.
- 5.7.2 The Council's work programme for preparing local plans is set out in the Local Development Scheme. The current LDS (2019-2022) sets out timetables for the preparation of the:
- Bracknell Forest Local Plan
  - Joint Minerals and Waste Local Plan (covering Bracknell Forest, Wokingham Borough, Royal Borough of Windsor and Maidenhead and Reading Borough)
  - Policies Map

Due to changes in circumstance, particularly Government policies and guidelines, since the current LDS was agreed, it is not possible to meet the outstanding milestones set out in the document. However, the Council is required to maintain an up to date LDS on its website. Preparation and approval of an up to date LDS aims to give residents, businesses and potential investors a clear indication of the timetable that the Council is working to providing a starting point for stakeholders to see at what stages they can get involved in compiling these documents.

## **Children, Young People and Learning**

### **5.8 School Places Plan and Capacity Strategy**

- 5.8.1 The Executive approved the School Places Plan and School Capacity Strategy 2021-25.

- 5.8.2 The School Places Plan and Capacity Strategy were last approved by the Executive in January 2020 and have been updated to cover the five-year period from 2021 to 2025.
- 5.8.3 Forecasts indicate that there will be sufficient school places to meet the anticipated demand for 2021-25 across all mainstream sectors, with no indications of particular pressure points in any planning area. Importantly, the strategy continues to reduce the numbers of surplus school places in the Borough and is supported by projects within the Council's Transformation Programme to develop creative provision for children and young people with special needs within the Borough.

### **Adult Services, Health and Housing**

#### **5.9 Procurement for Lateral Flow Community Testing**

- 5.9.1 The Executive agreed the proposed spend (including a contingency of 20%) to be funded from Government grant for the initial financing of the Lateral Flow Community Testing Programme and procurement of associated goods and services. They also agreed to a Contract Standing Order waiver, under Regulation 32 of the Public Contracts Regulation 2015, in order for the programme to be delivered within the timeframe set by Government.
- 5.9.2 The Executive also noted that the decision was urgent and should not be subject to call in.

### **Economic Development and Regeneration**

#### **5.10 Town Centre Regeneration**

- 5.10.1 The Executive resolved to appropriate the land at Coopers Hill for planning purposes under Section 122(1) of the Local Government Act 1972 when a planning consent is in place.

### **Environment**

#### **5.11 Climate Change Strategy 2020 – 2024**

- 5.11.1 The Executive agreed the Climate Change Strategy and action plan and to the formation of a Member climate change advisory group.
- 5.11.2 Bracknell Forest Council has been committed to addressing climate change since the Nottingham Declaration on climate change in February 2007. The council re-stated its commitments towards planning for and mitigating man-made climate change via the council Motion (02/2019) passed at Full Council on 17 July 2019.
- 5.11.3 In the light of the new information from the Intergovernmental Panel on Climate Change (IPCC), the council undertook a review of its action plan outcomes to-date and what additional actions it needs to take to ensure that it is carbon neutral by 2050, in line with the Climate Change Act (2008) and current Government policy.
- 5.11.4 The new strategy structure seeks to act as an implementation approach and to give focus to the work. The key driver of the approach is to work with partners, schools and young people, to ensure that the Council is able to preserve the positive environmental changes that have arisen due to COVID 19. At the same time, the

approach looks to give a coherent framework consistent with our current plans, both corporate and environmentally specific.

- 5.11.5 The strategy action plan is a live document which currently has a total of 41 projects covering the full breadth of council directorates. Five of these projects reflect emissions that BFC has direct control over; 18 reflect emissions that the council can influence within the borough; and 18 are a combination of both of the above. The project list will be reviewed quarterly, enabling new projects to be commissioned and added to the roster. The summary performance of all the projects for each quarter, will be reported as part of the Council Plan Overview Report (CPOR) process reporting to the O&S Commission. An annual project performance report will also be presented to Full 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.

### Director: Resources

- 6.2 The Director: Resources' 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 – 26 January 2021  
9 February 2021

### Contact for further information

Hannah Stevenson, Delivery - 01344 352308  
Hannah.stevenson@bracknell-forest.gov.uk