

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	
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1. **TITLE:** Residents' COVID-19 Impact Survey

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

3. **PURPOSE OF DECISION**

To agree the conducting of a COVID recovery residents' survey as soon as possible so that the results can inform recovery planning, strategy and the delivery of the Council Plan over the next 3 years.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

1 That the survey questions as set out in Appendix A of the Chief Executive's report be approved, subject to being tested by 6-12 residents to enable the wording to be refined, with authority delegated to the Chief Executive to sign off the final wording of the survey following testing in consultation with the Leader;

2 That the proposed timescale for delivery of the survey be as set out in the Chief Executive's report;

3 To ensure a representative sample of people participate in the survey by ward and demographics, the methodology and sample size applied to the Residents' Survey 2017 will be used as set out in the report; and,

4 That the communications plan as set out at Appendix B be approved.

7. **REASON FOR DECISION**

The Executive was briefed on 5 June on the Thames Valley Local Resilience Forum Community Impact Assessment (CIA) and development of a local CIA and agreed to conducting a Covid 19 community impact residents' survey as soon as possible so that the results could inform recovery and renewal planning, strategy and the delivery of the Council Plan over the next 3 years.

In order for fieldwork research to begin within the proposed timescales, the survey questions need to be finalised by the Executive.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Not carrying out or postponing the survey would mean that recovery and renewal planning would be completed without direct insight into how the pandemic has impacted residents and without residents' views informing the approach.

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

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

Date Decision Made	Final Day of Call-in Period
30 June 2020	7 July 2020