

Notice of Meeting

Council

Councillor Bhandari (Mayor)
Councillor Mrs L Gibson (Deputy Mayor)
Councillors Allen, Angell, Atkinson, Dr Barnard, Bettison OBE,
Bidwell, D Birch, Mrs Birch, Brossard, Brown, Brunel-Walker,
Dudley, Finch, Ms Gaw, Gbadebo, MJ Gibson, Green,
Mrs Hamilton, Harrison, Mrs Hayes MBE, Ms Hayes, Heydon,
Mrs Ingham, Kennedy, Kirke, Leake, Mrs Mattick, Mrs McKenzie,
Mrs McKenzie-Boyle, McLean, Ms Merry, Mossom, Neil, Parker,
Porter, Skinner, Temperton, Turrell, Virgo and Wade



Wednesday 13 July 2022, 7.30 pm
Council Chamber - Time Square, Market Street, Bracknell,
RG12 1JD and online via Microsoft Teams

Timothy Wheadon
Chief Executive

Agenda

***All councillors at this meeting have adopted the Mayor's Charter
which fosters constructive and respectful debate.***

Item	Description	Page
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The meeting will be opened with prayers by the Mayor's Chaplain

1.	Apologies for Absence	
2.	Minutes of Previous Meetings	3 - 32
	To approve as a correct record the minutes of the meetings of Council held on 20 April, 18 May and 22 June 2022.	
3.	Declarations of Interest	
	Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting. Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days. Any Member with an affected Interest in a matter must disclose the interest to	

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	the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the meeting.	
4.	Mayor's Announcements	
5.	Executive Report	33 - 62
	<p>To receive the Leader's report on the work of the Executive since the Council meeting held on 20 April 2022.</p> <p>Council is asked to resolve a recommendation in respect of:</p> <ul style="list-style-type: none"> • Climate Change Annual Report <p>The Executive will be meeting on 7 July 2022, if any matters arise at that meeting which require a decision by Council, a supplementary report will be circulated.</p>	
6.	Annual Standards Report	63 - 68
	To note the report advising Council of activity within its Standards framework from 1 April 2021 to 31 March 2022.	

Sound recording, photographing, filming and use of social media is permitted. Please contact Kirsty Hunt, 01344 353108, kirsty.hunt@bracknell-forest.gov.uk, so that any special arrangements can be made.

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COUNCIL
20 APRIL 2022
7.30 - 9.30 PM



Present:

Councillors Ms Merry (Mayor), Gbadebo (Deputy Mayor), Allen, Angell, Atkinson, Dr Barnard, D Birch, Mrs Birch, Brossard, Dudley, Finch, Ms Gaw, Mrs L Gibson, MJ Gibson, Green, Harrison, Heydon, Mrs McKenzie-Boyle, McLean, Porter, Temperton, Turrell and Virgo

Present Virtually:

Councillors Bettison OBE, Bidwell, Brown, Brunel-Walker, Mrs Hamilton, Mrs Hayes MBE, Ms Hayes, Kirke, Mrs Mattick, Mossom, Skinner and Wade

Apologies for absence were received from:

Councillors Bhandari, Mrs Ingham, Kennedy, Leake, Mrs McKenzie, Neil and Parker

60. Minutes of Previous Meeting

RESOLVED that the minutes of the Council meetings held on 23 and 24 February 2022 be approved, and signed by the Mayor as a correct record.

61. Declarations of Interest

There were no declarations of interest.

62. Presentation from Business Improvement District (BID)

Maria Sabey from Fujitsu and Ian Ferguson from Partnerships for Better Business attended to provide the meeting with an update on the progress of the Business Improvement District.

Arising from questions it was noted that:

- in response to concerns about incidents within the underpasses and local businesses were encouraged to promote buddy systems for those walking through them
- looking at all renewable energy options including neighbourhood energy production to help businesses in the area
- the previous scheme to improve connectivity to Heathrow Airport would be discussed at a future network meeting
- improving the rail connectivity into London was a challenge and that this would be achieved through partnership working to make a commercial case so that operators recognised the profitability
- the original BID levy invoices arrived during the first lockdown period
- the BID was relying on support from officers within the Council to resolve issues with the software being used, issue the reminder notices and sharing updated information

The Mayor thanked them for their presentation.

63. **Mayor's Announcements**

Bracknell Camera Club

The Mayor advised that she had attended the Bracknell Camera Club for a prize giving event and thanked Jeff Lawrence, Chair and the team for providing the resource for friendship and improving camera skills.

Tree Planting

In honour of the Queen's Platinum Jubilee and the Queen's Green Canopy project the Mayor joined the Leader of the Council, Councillor Bettison OBE, the Chief Executive, Timothy Wheadon and the Lexicon team to plant a wild cherry tree in Bond Square.

Sandhurst Town Council Civic Service

The Mayor attended the Mayor of Sandhurst, Councillor Mrs Davenport's civic service on Sunday 27 February. The event was followed by the Community Awards ceremony honouring local residents for their voluntary service.

Mayor's Challenge - Mum and Baby Group

The Mayor completed the challenge to read and sing at a mum and toddler group in Great Hollands on 28 February and thanked Councillor Temperton for supporting her 'Challenge the Mayor' initiative.

Queens Award for Voluntary Service

The Mayor attended the event in Newbury honouring voluntary groups across Berkshire being considered for The Queen's Award for Voluntary Service. The Mayor observed that the Queen's Award is considered to be the highest award given to volunteer groups, that to be nominated is a considerable achievement and congratulated all the groups being considered.

Meet the Mayor for new citizens

During the pandemic citizenship ceremonies had been held virtually. A series of 'Meet the Mayor' events had been held at South Hill Park to enable new citizens to have photographs with the Mayor in full regalia and to share their journeys and aspirations for the future.

Ground-breaking for new Binfield Community and Health Hub

The Mayor was pleased to report that she had attended the ground-breaking ceremony for the new Binfield Community and Health Hub on 18 March. The development of a double-height hall, multi-use meeting and activity space including General Practice consultation and examination rooms and minor procedures room was being built at the heart of the Blue Mountain site.

Deputy Mayor events

The Deputy Mayor, Councillor Gbadebo had attended the English Language Café end of term celebration at Open Learning Centre. The Mayor thanked all the volunteers and organisers for the resource which helped with language skills for many nationalities.

The Deputy Mayor had also attended the Bracknell and Wokingham Police Cadet Awards Ceremony and the performance of Shrek at South Hill Park.

Pride of Bracknell

The Pride of Bracknell Forest Awards took place at Wellington College on Friday 1 April. Homestart had won the Gold award for Charity of the Year and the Mayor thanked everyone who had been nominated.

50 years of Crowthorne Good Neighbours

The Mayor had attended the celebration to recognise the 50th birthday of Crowthorne Good Neighbours which not only provided transport to medical appointments but gave residents support and friendship.

Forest Springs

The Mayor reflected that the unique initiatives within the town centre were valuable to local businesses, residents and maintained the town's profile. The Forest Springs event over Easter including an interactive digital art installation, water themed attractions and exhibits in the town centre had proven popular.

New High Sheriff

The Mayor was pleased to attend the swearing in of the new High Sheriff, Alka Kharbanda who had chosen two themes for her year of office: Education and Hidden Heroes. The Mayor thanked the previous High Sheriff, Willie Harley Russell, for everything he brought to the role, his hard work and achievements.

Welcoming visitors from Ukraine

Both the Mayor and the Leader, Councillor Bettison OBE reflected that they had been pleased to see the overwhelmingly positive response from Bracknell Forest residents to support those affected by the war in Ukraine. The Leader would add further information as part of his executive report.

Executive Member for Children, Young People and Learning

Councillor Dr Barnard was proud to announce that 97.3% of schools within Bracknell Forest were rated good or better by Ofsted which was a significant improvement for the school leadership team. He paid tribute to the hard work going on within schools for the last two years.

Executive Member for Adult Social Care, Health and Housing

Councillor Birch was pleased to report that on 28 March the doors of Heathlands were opened to admit people for re-enablement services to support their return home after being in hospital. This work was joined up with health colleagues who went into people's homes to make sure they remained safe. He stated that Heathlands was a key element of an integrated care system for people with health and care issues. He advised that Frimley began taking in patients with dementia, on the same day, and were up to ten patients at the moment with another three or four being admitted by the end of the week. He noted that within the next week or two they would have utilised all their beds. He congratulated and thanked everyone involved in getting this initiative to this point.

Councillor Birch concluded by advising that Heatherwood Hospital also opened on 28 March. The new elective planned care hospital was a £100 million project with six operating theatres with day surgery facilities with a commitment towards reducing backlogs in waiting lists.

Executive Member for Environment

Councillor Mrs Hayes advised the meeting that the Council had been recognised at the National Energy Efficiency Awards which were designed to reward individuals and organisations that demonstrate commitment to energy and efficiency. Bracknell Forest Council had achieved a Special Commendation and Hazel Hill, Energy Sustainability Officer achieved 3rd place for her role in energy efficiency, recognising the council had achieved an average of Band C across all our properties. The Mayor asked everyone to join her in congratulating her for the award.

64. **Executive Report**

The Leader of the Council, Councillor Bettison OBE, presented his report on the work of the Executive since that reported at the Council meeting on 23 February 2022. The Executive had met once on 15 March 2022.

The Leader highlighted the following matters that had been considered:

- As part of the LGA programme on behalf of DLUCH a Peer Review was conducted in November 2021. The main outcome was that Bracknell Forest Council was “an organisation that knows what it wants to do and how to do it”. There were eight recommendations with three relating to replacing the Chief Executive with the others relating to emerging from Covid and re-engaging with residents.
- An enhanced partnership agreed with local bus operators was a requirement to access future funding allocations as part of the National Bus Strategy.
- The Highways Infrastructure & Asset Management Plan sets out the future approach to long term maintenance of assets including 460km highways, 534km footways/cycleways, 193 structures (e.g. bridges), 21,598 drainage gullies, 14,138 lamp columns and 20km railings.
- The Highways & Transport Capital programme 2022/23 of £4.013m had been agreed with 85% externally funded.
- Procurement Plans had been agreed for Domestic Abuse Refuge & Outreach Services and Environmental monitoring.
- S75 Agreement with Frimley Clinical Commissioning Group had been extended to allow new agreement to be developed with Integrated Care System for 2023/24 onwards.
- Since the Executive meeting two Government Schemes supporting Ukrainian refugees had been introduced e.g. Family Visa Scheme and Homes for Ukraine. The Council had established a web page with contact information with a range of signposting advice for anyone arriving from Ukraine or their family members, set up a dedicated email address, published guidance leaflets for hosts and guests and had regular engagement with the local

Ukrainian and Russian communities as well as co-ordinating support with voluntary and church sectors. Support measures included a welcome pack from the Kerith Centre, a £200 payment and assigning a link worker. There were some challenges due to lack of information about the number of families arriving, their travel information or where they would be staying. The Council was reliant on families contacting the Council in order to respond to support requirements. Generosity and support for those arriving had been incredibly positive, and the Council would support new arrivals as much as possible.

65. Review of Contract Standing Orders

The Council considered the recommendation regarding the replacement of the Council's existing Contract Standing Orders with an updated version as set out in Appendix 1 of the agenda report.

On the proposition of Councillor Allen, Chair of Governance and Audit Committee, seconded by Councillor Heydon it was

RESOLVED that Council updates the Constitution to replace the existing Contract Standing Orders with the version proposed in Appendix 1.

66. Annual Report of Overview and Scrutiny

The Council considered the Overview and Scrutiny annual report which informed councillors of progress made in respect of the operation and development of overview and scrutiny in Bracknell Forest during 2021- 22.

Councillor Temperton enquired whether the list of flats which had met the criteria for introducing food waste collection, established as part of the Food Waste in Flats review, could be circulated.

Councillor Angell, Chair of Overview and Scrutiny Commission reported that the Commission and its Panels had received support from Executive members, officers and external witnesses in terms of information provided and participation in activities. The report included statistics on activities including increased frequency of Commission meetings, review activities, officer and witness attendance. He thanked the Chair and Vice-Chairs of the Panels for their hard work to deliver the work programme.

On the proposition of Councillor Angell, Chair of Overview and Scrutiny Commission, seconded by Councillor Virgo it was

RESOLVED that the 2021-22 annual report of the Overview and Scrutiny Commission be adopted.

67. Champions' Annual Report

Each Champion was asked if they had anything to add to their submitted report and answered any questions:

- Councillor Wade, Small Business Champion responded to a question about the lack of green innovation, agreed it was disappointing but believed smaller businesses had been focused on remaining trading during this difficult period.
- Councillor Atkinson, Commuters' Champion responded to earlier comments relating to the reduced frequency of trains on the Martins Heron to London

service as pre pandemic there were 3 or 4 trains per hour. He advised that the South Western Railway's consultation on a new timetable, referenced within the report, would go towards introducing higher frequencies at peak times. He reported that he had met with South Western Railway recently and was updated that they were awaiting a response from the Department of Transport who were required to approve the proposals.

The Council received the Champions' Annual Report for 2021 - 22, and the Mayor thanked the Champions for their work.

68. Councillor Development Annual Report

The Council received the Councillor Development Annual Report which provided an overview of activity which has been completed to support councillor's development in 2021 – 2022. Councillor Allen, Chair of the Councillor Development Charter Steering Group, thanked the officer team behind the development programme.

69. Questions Submitted Under Council Procedure Rule 10

Councillor Temperton asked Councillor Dr Barnard, Executive Member for Children, Young People and Learning the following published question:

The Ofsted/CQC report on our SEND provision was damning and shameful. Despite the claim 'children are at the heart of all we do', we have clearly failed many of our most vulnerable children. Will the portfolio holder for Children, Young People & Learning explain how this happened on his watch and what could have been done to prevent it?

In response Councillor Dr Barnard apologised to those parents, carers and children who had been let down in terms of the service provided for SEND provision in recent years and commended those who contributed to the Ofsted inspection. He requested additional time to provide context to his response. The changes to the service began in 2014 when the service moved from a system of providing a Statement of Special Education Need to developing Education, Health and Care Plans. He explained that he was initially shown data that demonstrated that plans had been moved forward in a timely manner and that, as found in the Ofsted inspection, outcomes for Early Years and overall outcomes were good. He advised the meeting that he initially became concerned in 2019 due to an increase in complaints being received. He reminded colleagues that a complaints dedicated email account was created last autumn to manage this. He advised that another reason was that when looking at inspection reports from neighbouring authorities to SEND they shared partners delivering specialist assessments.

During late 2019 and early 2020 the council put in place a self-evaluation and SEND framework to monitor outcomes and track progress of plan development. He reflected that although the council consulted with partners it had become evident that they did not undertake enough engagement with parents and carers at that time. He added that work with the Schools Forum also highlighted issues. The self-assessment framework was implemented. He asked colleagues to note that when Ofsted began their inspection it was identified that the council knew what was required to improve the service. He commented that it was impossible to know whether faster progress would have been made without the pandemic but, although not an excuse, it impacted on the ability to move plans forward as the council worked with schools in a different way during that period. He advised that operationally additional resources and capacity were introduced and the quality and timescales towards the 20-week schedule was known to be improving. He stated that the relevant data was reported

annually in January so the impact would not be seen for another year. He reflected that 5 of the 6 Berkshire unitary authorities had also received challenging outcomes from their SEND Ofsted inspections. He believed that better performance data could have been shared and two new forums had been established in order to address this: SEND Partnership Board which would be co-chaired by a senior officer and a parent and also the People's directorate Performance Board where data would be analysed in detail. He agreed that it was disappointing for a council professing to be child centred to have not got this right. He stated that he was confident with all the actions taking place this would not happen again. He acknowledged that the impact of the transition between Statements and ECHPs had not been fully appreciated and internal resources had not been developed. He added that work was now ongoing to highlight where there was capacity in the borough's classrooms to try to keep more children within the borough. He concluded that it was his aim to ensure there was a SEND service fit for purpose to meet the needs of Bracknell Forest children.

Councillor Temperton thanked Councillor Dr Barnard for his full and honest response and asked whether relevant performance data would be published on a quarterly basis to ensure that progress could be celebrated or tracked. He confirmed that it was the intention for such data to be available and shared through the Quarterly Service Reports and Council Plan Overview Report reports. He concluded by thanking Councillor Temperton for her involvement in officer recruitment process which had focused on performance management. He concluded that as the aspiration had been for all schools within the borough to be assessed as good or outstanding it was also his aim to ensure the quality of the provision for all Bracknell Forest children with additional needs whether supported within or outside of the borough.

Councillor Temperton asked Councillor Dr Barnard, Executive Member for Children, Young People and Learning the following published question:

Which Bracknell Forest Schools have accepted students from other schools as a 'Managed Move' since September?

In response Councillor Dr Barnard stated that the council did not hold data from managed moves between schools in Bracknell Forest but did have data for moves between Bracknell Forest mainstream schools to College Hall. He explained that the managed move process was to avoid a pupil being permanently excluded. Discussions were held between the original school and an alternative school to see whether, with support, a child could move from one to another. He commented that it was an option to help students make a fresh start in a new school. He advised that for schools to receive pupils they needed to have capacity and the resources to provide appropriate support. He reported that since September 2021 College Hall had received ten transfers from Garth Hill College, three transfers from Easthampstead Park and two from Brackenhale Secondary School.

Councillor Temperton queried whether those schools which had pupils transferred were also receiving transfers into their schools, asking for clarification on the circumstances that a school could refuse a space and what happened when a placement failed. Councillor Dr Barnard replied that schools were autonomous and managed locally with some professional input from the local education authority. He advised that schools could refuse to accept a potential transfer if they did not have the space or if they did not consider they could meet the needs of that child. He confirmed that if a child had been moved already it was unlikely that they would be offered a place in a third mainstream school but it would be for the two schools to agree. He concluded that he was aware that some schools were disproportionately

taking on more transferred pupils but they were considered to be in a good position to offer the appropriate support and were achieving good outcomes for those pupils.

Councillor Bidwell asked Councillor Heydon, Executive Member for Transformation and Finance the following published question:

This month Bracknell Forest residents will face increases to NI, doubling of the cost of energy bills and an increase in council tax, the maximum permitted. Although there has been social media advice on how to receive the £150 council tax grant can the responsible councillor advise:

- *How much money was in the hardship fund?*
- *What has been the take up e.g. number of residents and amount of money given?*
- *How many residents who applied via the BFC website have been denied and why?*
- *What is the council's strategy for broadcasting the availability of the hardship fund other than the BFC website?*

Councillor Heydon, Executive Member for Transformation and Finance advised the meeting that the initiative was delivered within Councillor Birch, Executive Member for Adult Social Care, Health and Housing's portfolio so deferred to him to respond.

Councillor Birch stated that the hardship fund was a discretionary local welfare scheme. He explained that in 2021 the Council had run two separate schemes for those in financial crisis e.g. The Home emergency grant and the Local Crisis Grant Scheme. He stated that recognising there was a gap in support, in October 2021, the new local welfare scheme was launched, and since that point take up had increased. The scheme existed to support those in financial crisis and who may not be able to meet their essential urgent living expenses such as gas and electric charges, basic white goods and furnishings. He reported that the core budget was £25,080 which had been supplemented since 2020 by one-off grant allocations from other government funding such as the Household Support Fund and a carry forward of £25k had been requested for the 2022-23 budget. He reported that more than £30k of emergency support had been issued by the welfare team since the new scheme had gone live. He commented that the council and its welfare officer team remained committed to ensuring that most vulnerable got the right support that they need. He thanked Sharon Warner, Head of Welfare and her team for their efforts. He expanded that the fund existed in addition to other forms of support and applicants may not qualify for this fund but may qualify for support. He explained that each application was considered on its merits against criteria of the scheme. He reported that details of the scheme had been promoted and shared with partners and stakeholders such as Pilgrim Hearts, Citizens Advice Bureau, Job Centre Plus and within officer teams supporting Bracknell Forest families and the most vulnerable. He added it had been shared with those who would be able to identify an individual or a household in crisis. He concluded that the fund would not be more widely promoted as it was targeted funding.

Councillor Bidwell asked to be provided with numbers as per his published question and Councillor Birch replied that the council had received 241 applications.

CHAIRMAN

COUNCIL
18 MAY 2022
7.30 - 8.20 PM



Present:

Councillors Bhandari (Mayor), Mrs L Gibson (Deputy Mayor), Allen, Angell, Dr Barnard, Bettison OBE, Bidwell, D Birch, Mrs Birch, Brossard, Brown, Brunel-Walker, Dudley, Finch, Ms Gaw, Gbadebo, MJ Gibson, Green, Harrison, Leake, Mrs Mattick, Ms Merry, Mrs McKenzie-Boyle, McLean, Neil, Porter, Turrell, Virgo and Wade

Present Virtually:

Councillors Mrs Hamilton, Mrs Hayes MBE, Ms Hayes, Heydon, Mrs Ingham, Kennedy, Kirke, Parker and Skinner

Apologies for absence were received from:

Councillors Atkinson, Mrs McKenzie, Mossom and Temperton

THE MAYOR, COUNCILLOR MS MERRY, IN THE CHAIR

Before the business of the meeting commenced the Mayor said a few words about the sad loses from the wider Bracknell Forest Council family.

Martin Gocke had worked as a Chief Officer of Bracknell Forest Council working in education and children's services until May 2010. He then worked as an independent consultant and continued to support the Bracknell Forest community in a number of roles including being active at Youthline, on the Schools Forum, serving as a community member on College Hall's management committee and as a governor at Kennel Lane School. The Mayor concluded that he would be missed by colleagues across the education field.

Clive Temperton, the husband of the Council's Labour Leader, Councillor Temperton sadly passed away earlier in the week. He was well known in the local community and had served as a Bracknell Town Councillor. The Mayor passed on the Council's condolences to Councillor Temperton and her family.

The Mayor thanked her chaplain, Reverend Malcolm Chalmers, for his support throughout the previous year. She was pleased to announce that during her two years representing the borough she had successfully raised £10,282 for her two chosen charities: SSAFA Berkshire and The British Forces' Foundation.

1. Declarations of Interest

There were no declarations of interest.

2. **Election of the Mayor of the Borough of Bracknell Forest for the 2022/23 Municipal Year**

It was proposed by Councillor Bettison OBE, and seconded by Councillor Birch, that Councillor Bhandari be elected Mayor of the Borough of Bracknell Forest for the Municipal Year 2022 –2023.

There being no further nominations it was

RESOLVED that Councillor Bhandari be elected Mayor of the Borough of Bracknell Forest for the 2022 -2023 Municipal Year.

Councillor Bhandari made the Declaration of Acceptance of Office of Mayor and thanked Members of the Council for his election.

THE MAYOR, COUNCILLOR BHANDARI, IN THE CHAIR

In his acceptance speech Councillor Bhandari confirmed that his wife would be his consort. He stated that he was honoured and humbled to have been given this opportunity to serve as the Mayor of Bracknell Forest. He advised that the forthcoming year would be for the people of Bracknell Forest.

3. **Vote of Thanks to the Retiring Mayor**

Councillor Bettison OBE delivered a vote of thanks to the retiring Mayor, Ash Merry.

4. **Appointment of the Deputy Mayor of the Borough of Bracknell Forest for the 2022/23 Municipal Year**

It was proposed by the Mayor and seconded by Councillor Bettison OBE that Councillor L Gibson be appointed Deputy Mayor of the Borough of Bracknell Forest for the Municipal Year 2022 –2023.

There being no further nominations, it was

RESOLVED that Councillor L Gibson be appointed Deputy Mayor of the Borough of Bracknell Forest for the Municipal Year 2022 -2023.

Councillor L Gibson made and signed the Declaration of Acceptance of Office of Deputy Mayor. The Deputy Mayor thanked the Council for her appointment and said she was looking forward to supporting the Mayor in the coming year.

5. **Response by the Immediate Past Mayor**

The retiring Mayor, Councillor Ms Merry, in her response thanked Members of the Council for their support during the past two years – which had been fantastic and challenging. She reflected that whilst covid had been so difficult for so many she was heartened by the strengthening of communities through these challenges. Her sincerest thoughts went out to those who had lost friends and family. She stated that her biggest pleasure had been saying thank you to so many people doing extraordinary things and making a difference to other lives.

She thanked her Mayoress, Councillor Mrs Mattick, her Deputy Mayor, Councillor Gbadebo and his Deputy Mayoress, Councillor Finch and Liz Seamon, Mayoral Support Officer for their support during her time as Mayor. She added that Councillor Temperton had been the first to support her 'Challenge the Mayor' initiative.

Councillor Ms Merry was presented with the badge of Immediate Past Mayor by the Chief Executive together with a gift on behalf of the Council.

6. **Mayor's Announcements**

Lexicon Half Marathon

The Mayor reflected on the fantastic event which had taken place on 15 May 2022 and congratulated everyone that had taken part.

Leader of the Council, Councillor Bettison OBE

Councillor Bettison updated the meeting on the support provided to the borough's Ukraine guests. He advised that the Council had continued to work closely with all partners across the voluntary, community and faith sector in order to offer a warm welcome those arriving through the various routes. The Council hosted the second event for all the known Homes for Ukraine hosts on 4 May 2022 which was attended by colleagues from Involve, Department for Work and Pensions and NHS as well as Bracknell MP James Sunderland. The event was designed to develop community networks and feedback from hosts was very positive.

He reported that many guests were settling in well. He stated that 61 households in Bracknell Forest had applied under the Homes for Ukraine scheme to host between them 141 Ukrainians that they have been matched with. In addition, there were over 350 households that had expressed an interest in being matched with future arrivals. 50 guests had arrived in the area so far. Ukrainian children were starting to join their new schools with adult arrivals starting to seek and find employment. He thanked all the residents for their ongoing support and the commitment to their community.

The family visa scheme allows people to join relatives who were already residents, but it was a challenge to offer support and guidance as no details were available on the numbers arriving via this route.

Councillor Birch, Executive Member for Adult Social Care, Health and Housing

Councillor Birch was pleased to advise that HRH The Duke of Gloucester had formally opened the borough's new Heathlands re-enablement and dementia centre on 17 May 2022. He reported that the Duke had recognised the dementia-friendly design of the building and the value of the important service to patients and their families. He thanked everyone who had been involved in the delivery in the vital caring facility.

Councillor Brunel-Walker, Executive Member for Economic Development and Regeneration

Councillor Brunel-Walker encouraged everyone to attend the programme of events running over the Jubilee week including the viewing of a movie collating memories of Bracknell Forest residents of previous royal events, the Beacon Lighting ceremony and the Lexicon Proms.

7. **Appointments by the Leader of the Council**

Members of the Executive

The Leader of the Council announced that he had appointed the following Members to the Executive for the 2022 -2023 Municipal Year:

Councillor Dr Barnard	Executive Member for Children, Young People and Learning (Vice-Chair of the Executive)
Councillor Bettison OBE	Executive Member for Council Strategy and Community Cohesion (Leader of the Council and Chair of the Executive)
Councillor D Birch	Executive Member for Adult Services, Health and Housing (Deputy Leader of the Council)
Councillor Brunel-Walker	Executive Member for Economic Development and Regeneration
Councillor Harrison	Executive Member for Culture, Delivery and Public Protection
Councillor Mrs Hayes MBE	Executive Member for the Environment
Councillor Heydon	Executive Member for Transformation and Finance
Councillor Turrell	Executive Member for Planning and Transport

Delegation of Executive Functions

The Leader of the Council announced that the responsibility for the discharge of Executive functions was as set out in Part 2, Section 5 of the Council's Constitution.

Appointments to Executive Committees, Sub Groups and Advisory Panels

The Leader of the Council announced that he had made appointments to Committees of the Executive and its Advisory Panels (Annex A to these minutes).

Appointment of Councillors to External Organisations

The Leader of the Council announced that he had made appointments to external organisations, whose functions solely related to the Executive (Annex B to these minutes).

8. **Establishment of Committees and Associated Matters**

On the proposition of Councillor Bettison OBE, Leader of the Council, seconded by Councillor Birch, it was:

RESOLVED that:

- i) the establishment of ordinary committees, their size and allocation of seats, agreeing a local variation to the proportionality rules, is agreed as set out in paragraph 5 of the report;

- ii) the establishment of the Licensing and Safety Committee and the Overview and Scrutiny Commission, their size and allocation of seats is agreed as set out in paragraph 5 of the report;
- iii) the establishment of Appeal Panels as required be agreed as set out in paragraph 5 of the report;
- iv) the membership of each committee, in accordance with political groups' wishes be agreed (Annex A to these minutes);
- v) appointments to external organisations be agreed (Annex B to these minutes) and
- vi) the appointment of Council Champions is agreed, in accordance with Part 1 Section 7 of the Constitution as set out below:

Commuters' Champion –Cllr Atkinson
 Large Business Champion –Cllr Bhandari
 Small Business Champion –Cllr Wade
 Older People's Champion –Cllr Ms Gaw
 Voluntary Sector Champion –Cllr MJ Gibson

9. **Absence from meetings of Councillor Mrs McKenzie**

The Council considered the report on whether it wished to exercise its powers relating to attendance rules now that remote provisions had ended in relation to Councillor Mrs McKenzie as a result of her ill health.

On the proposition of Councillor Bettison OBE, Leader of the Council, seconded by Councillor Birch, it was:

RESOLVED that:

- i) the current position in respect of Councillor Mrs McKenzie be noted; and
- ii) pursuant to section 85 of the Local Government Act 1972, the Council approved Councillor Mrs McKenzie's failure to attend Council by reason of her ill health and this would be reviewed before 30 November 2022.

CHAIRMAN

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Annex A

Membership of the Executive, Overview & Scrutiny, Non-Executive Decision Making Committees, Other Bodies and Other Joint Committees, Panels and Groups 2022 – 23

Mayor: Councillor Bhandari

Deputy Mayor: Councillor L Gibson

Leader of the Council: Councillor Bettison OBE

Deputy Leader of the Council: Councillor Birch

Key: Committee appointed by	
	Council
	the Leader
	Overview & Scrutiny Commission
	relevant Committee

Executive Members

Councillor Dr Barnard	Executive Member for Children, Young People and Learning (Vice-Chair of the Executive)
Councillor Bettison OBE	Executive Member for Council Strategy and Community Cohesion (Leader of the Council and Chair of the Executive)
Councillor D Birch	Executive Member for Adult Services, Health and Housing (Deputy Leader of the Council)
Councillor Brunel-Walker	Executive Member for Economic Development and Regeneration
Councillor Harrison	Executive Member for Culture, Delivery and Public Protection
Councillor Mrs Hayes MBE	Executive Member for the Environment
Councillor Heydon	Executive Member for Transformation and Finance
Councillor Turrell	Executive Member for Planning and Transport

Council Champions

Commuters' Champion	Cllr Atkinson
Large Business Champion	Cllr Bhandari
Older People's Champion	Cllr Ms Gaw
Small Business Champion	Cllr Wade
Voluntary Sector Champion	Cllr M J Gibson

Overview and Scrutiny

Overview & Scrutiny Commission (12 Councillors)		Education, Skills & Growth Overview & Scrutiny Panel (Core membership of 9 Councillors)	
<p>Conservative (11) Angell (Chair Elect) Mrs Birch Brossard Gbadebo Gibson Mrs Mattick Mrs McKenzie-Boyle McLean Mossom Porter Virgo (Vice-Chair Elect)</p> <p>Labour (1) Temperton</p> <p>Church Representatives (2) Vacancy (voting) Vacancy (voting)</p> <p style="text-align: center;">Parent Governor Representatives (2)</p> <p>Vacancy (voting) Vacancy (voting)</p> <p style="text-align: center;">Substitute Members</p> <p>Conservative (5) Atkinson Ms Gaw Mrs Ingham Kirke Leake</p> <p>Labour (3) Bidwell Brown Neil</p>	<p>Conservative (8) Mrs Birch (Chair Elect) Brossard (Vice-Chair Elect) Ms Gaw Mrs Hamilton Gbadebo Ms Hayes Ms Merry Skinner</p> <p>Labour (1) Temperton</p> <p>Parent Governor Representatives (2) Vacancy (voting) Vacancy (voting)</p> <p style="text-align: center;">Substitute Members</p> <p>Conservative (3) Allen Mrs L Gibson Leake</p> <p>Labour (3) Bidwell Brown Neil</p>		
Environment & Communities Overview & Scrutiny Panel (Core membership of 9 Councillors)		Health and Care Overview & Scrutiny Panel (Core membership of 12 Councillors)	
<p>Conservative (8) Allen Angell Brossard Ms Gaw Mrs Ingham Kirke Mrs McKenzie-Boyle (Vice-Chair Elect) Porter (Chair Elect)</p> <p>Labour (1) Brown</p> <p style="text-align: center;">Substitute Members</p> <p>Conservative (3) Gbadebo Mrs Mattick Mossom</p> <p>Labour (3) Bidwell Neil Temperton</p> <p>Co-opted Member Parker (non voting)</p>	<p>Conservative (11) Allen Atkinson Bhandari Brossard Finch M J Gibson (Chair Elect) Mrs L Gibson Mrs Mattick (Vice-Chair Elect) Mrs McKenzie McLean Skinner</p> <p>Labour (1) Temperton</p> <p style="text-align: center;">Substitute Members</p> <p>Conservative (3) Ms Hayes Mrs Hamilton Virgo</p> <p>Labour (3) Bidwell Brown Neil</p>		

Non-Executive Decision-Making Committees

<p>Appointment Committee (5 Councillors)</p> <p>Five seats allocated to political groups based on political proportionality as follows:</p> <ul style="list-style-type: none"> • At least one Executive Member and one opposition Member • Three other Members, one of which to be the Chair of the Employment Committee if available • Maximum number of substitutes permitted per political group <p>Chief Executive to agree the appointments in accordance with the wishes of the political group(s)</p>	<p>Appeals Committee (11 Councillors)</p> <p>Any three councillors drawn, as required and based in availability, from the pool of trained members below.</p> <p>Chairs of Panels: Any Councillor who has completed Chair training drawn, as required, from the pool of trained members.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Conservative (10)</p> <p>Allen Dr Barnard Birch Brossard Dudley Ms Gaw Mrs Hamilton Mrs Hayes MBE Leake Wade</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Labour (1)</p> <p>Brown</p> </td> </tr> </table>	<p>Conservative (10)</p> <p>Allen Dr Barnard Birch Brossard Dudley Ms Gaw Mrs Hamilton Mrs Hayes MBE Leake Wade</p>	<p>Labour (1)</p> <p>Brown</p>				
<p>Conservative (10)</p> <p>Allen Dr Barnard Birch Brossard Dudley Ms Gaw Mrs Hamilton Mrs Hayes MBE Leake Wade</p>	<p>Labour (1)</p> <p>Brown</p>						
<p>Advisory Appointment Committee: Chief Executive (6 Councillors)</p> <ul style="list-style-type: none"> • Leader of the Council • Chair of Employment Committee • Vice Chair of Employment Committee • Executive Member for Children, Young People & Learning • Executive Member for Adult Services, Health and Housing • Leader of the Labour Group 							
<p>Code of Conduct Panel Sub Committee of Governance & Audit Committee</p>	<p>Education Employment Sub Committee of Employment Committee (7 Councillors)</p>						
<p>Any three councillors drawn from the membership of the Governance & Audit Committee (including substitutes) based on availability, plus one co-opted independent member or parish/town council representative drawn from a pool based on availability.</p> <p>Independent Co-opted Members Pool (for complaints concerning Borough councillors) Vacancy, Independent Co-opted Member of Governance & Audit Committee Heather Quillish Khan Juna</p> <p>Parish/Town Council Representatives (for complaints concerning Parish / Town Cllrs) Cllr Peacey – Binfield Parish Council Cllr Kempster – Bracknell Town Council</p> <p>Independent Persons Vacancy and Vacancy (reserve)</p>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Conservative (6)</p> <p>Allen (Chair Elect) Bhandari L Gibson Leake Porter Wade (Vice-Chair Elect)</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Labour (1)</p> <p>Neil</p> </td> </tr> <tr> <td colspan="2" style="vertical-align: top;"> <p>Non-voting Members of the Teachers Associations: David Allais (UNISON) Vacancy (NASUWT) Tom Wheaton (NUT) Asia Allison (GMB)</p> </td> </tr> <tr> <td style="vertical-align: top;"> <p>Substitute Members Conservative (3)</p> <p>Angell Brossard Mrs Hamilton</p> </td> <td style="vertical-align: top;"> <p>Labour (3)</p> <p>Bidwell Brown Temperton</p> </td> </tr> </table>	<p>Conservative (6)</p> <p>Allen (Chair Elect) Bhandari L Gibson Leake Porter Wade (Vice-Chair Elect)</p>	<p>Labour (1)</p> <p>Neil</p>	<p>Non-voting Members of the Teachers Associations: David Allais (UNISON) Vacancy (NASUWT) Tom Wheaton (NUT) Asia Allison (GMB)</p>		<p>Substitute Members Conservative (3)</p> <p>Angell Brossard Mrs Hamilton</p>	<p>Labour (3)</p> <p>Bidwell Brown Temperton</p>
<p>Conservative (6)</p> <p>Allen (Chair Elect) Bhandari L Gibson Leake Porter Wade (Vice-Chair Elect)</p>	<p>Labour (1)</p> <p>Neil</p>						
<p>Non-voting Members of the Teachers Associations: David Allais (UNISON) Vacancy (NASUWT) Tom Wheaton (NUT) Asia Allison (GMB)</p>							
<p>Substitute Members Conservative (3)</p> <p>Angell Brossard Mrs Hamilton</p>	<p>Labour (3)</p> <p>Bidwell Brown Temperton</p>						

Employment Committee (9 Councillors)	Governance & Audit Committee (8 Councillors)										
<table border="0"> <tr> <td data-bbox="113 210 544 600"> Conservative (8) Allen (Vice-Chair Elect) Angell Bhandari Dudley L Gibson Leake (Chair Elect) Porter Wade Heydon (non-voting) </td> <td data-bbox="549 210 810 600"> Labour (1) Neil </td> </tr> <tr> <td data-bbox="113 607 544 824"> Substitute Members Conservative (5) Atkinson Mrs Birch Kirke Ms Merry Virgo </td> <td data-bbox="549 607 810 824"> Labour (3) Bidwell Brown Temperton </td> </tr> </table>	Conservative (8) Allen (Vice-Chair Elect) Angell Bhandari Dudley L Gibson Leake (Chair Elect) Porter Wade Heydon (non-voting)	Labour (1) Neil	Substitute Members Conservative (5) Atkinson Mrs Birch Kirke Ms Merry Virgo	Labour (3) Bidwell Brown Temperton	<table border="0"> <tr> <td data-bbox="815 210 1182 472"> Conservative (7) Allen (Chair Elect) Brossard Gbadebo Mrs Hayes MBE Heydon Leake Wade (Vice-Chair Elect) </td> <td data-bbox="1187 210 1511 472"> Liberal Democrat (1) Parker </td> </tr> <tr> <td colspan="2" data-bbox="815 479 1511 600"> Independent member: Vacancy </td> </tr> <tr> <td colspan="2" data-bbox="815 607 1511 824"> Substitute Members Conservative (5) D Birch Ms Gaw Green Mrs Ingham Mrs McKenzie-Boyle </td> </tr> </table>	Conservative (7) Allen (Chair Elect) Brossard Gbadebo Mrs Hayes MBE Heydon Leake Wade (Vice-Chair Elect)	Liberal Democrat (1) Parker	Independent member: Vacancy		Substitute Members Conservative (5) D Birch Ms Gaw Green Mrs Ingham Mrs McKenzie-Boyle	
Conservative (8) Allen (Vice-Chair Elect) Angell Bhandari Dudley L Gibson Leake (Chair Elect) Porter Wade Heydon (non-voting)	Labour (1) Neil										
Substitute Members Conservative (5) Atkinson Mrs Birch Kirke Ms Merry Virgo	Labour (3) Bidwell Brown Temperton										
Conservative (7) Allen (Chair Elect) Brossard Gbadebo Mrs Hayes MBE Heydon Leake Wade (Vice-Chair Elect)	Liberal Democrat (1) Parker										
Independent member: Vacancy											
Substitute Members Conservative (5) D Birch Ms Gaw Green Mrs Ingham Mrs McKenzie-Boyle											
Licensing and Safety Committee (15 Councillors)	Licensing Panel – Sub Committee of Licensing and Safety Committee (3 Councillors)										
<table border="0"> <tr> <td data-bbox="113 956 544 1406"> Conservative (13) Allen Atkinson Dr Barnard Brossard (Vice-Chair Elect) Brunel-Walker Finch Ms Gaw Gbadebo Mrs Ingham Kirke Leake Mrs McKenzie-Boyle Porter (Chair Elect) </td> <td data-bbox="549 956 810 1406"> Labour (2) Bidwell Brown </td> </tr> </table>	Conservative (13) Allen Atkinson Dr Barnard Brossard (Vice-Chair Elect) Brunel-Walker Finch Ms Gaw Gbadebo Mrs Ingham Kirke Leake Mrs McKenzie-Boyle Porter (Chair Elect)	Labour (2) Bidwell Brown	<p>Any three councillors drawn, as required, from the Membership of the Licensing and Safety Committee.</p> <p>Chairs of Panels: Any Councillor who has completed Chair training drawn, as required, from the Membership of the Licensing and Safety Committee.</p>								
Conservative (13) Allen Atkinson Dr Barnard Brossard (Vice-Chair Elect) Brunel-Walker Finch Ms Gaw Gbadebo Mrs Ingham Kirke Leake Mrs McKenzie-Boyle Porter (Chair Elect)	Labour (2) Bidwell Brown										
Councillor Appeals Panel – Sub Committee of Employment Committee (5 Councillors)	Planning Committee (18 Councillors)										
<p>Five councillors drawn from the Employment Committee in the first instance as follows:</p> <ul style="list-style-type: none"> • At least one Executive Member and one opposition Member • Three other Members • Up to three substitutes per political group(s) <p>Members must not have had any previous involvement in the matter being considered.</p> <p>Chief Executive to agree the appointments in accordance with the wishes of the political group(s)</p>	<table border="0"> <tr> <td data-bbox="815 1538 1182 2078"> Conservative (16) Angell Barnard Bhandari Brossard (Vice-Chair Elect) Birch Dudley (Chair Elect) Gbadebo Green Mrs Hayes MBE Heydon Mrs Mattick Mrs McKenzie Mrs McKenzie-Boyle Mossom Skinner Virgo </td> <td data-bbox="1187 1538 1511 2078"> Labour (2) Bidwell Brown </td> </tr> </table>	Conservative (16) Angell Barnard Bhandari Brossard (Vice-Chair Elect) Birch Dudley (Chair Elect) Gbadebo Green Mrs Hayes MBE Heydon Mrs Mattick Mrs McKenzie Mrs McKenzie-Boyle Mossom Skinner Virgo	Labour (2) Bidwell Brown								
Conservative (16) Angell Barnard Bhandari Brossard (Vice-Chair Elect) Birch Dudley (Chair Elect) Gbadebo Green Mrs Hayes MBE Heydon Mrs Mattick Mrs McKenzie Mrs McKenzie-Boyle Mossom Skinner Virgo	Labour (2) Bidwell Brown										

Other Bodies

Arts & Culture Strategy Advisory Panel (7 Councillors)		Boundary Review Group (7 Councillors)	
<p>Conservative (5) Gbadebo Mrs Gibson Mrs Mattick Merry Virgo</p>	<p>Labour (1) Neil</p> <p>Lib Dem (1) Parker</p>	<p>Conservative (5) Allen Dr Barnard D Birch Leake McLean</p> <p>Substitute Members</p> <p>Conservative (3) Finch Mrs Hayes MBE Mrs McKenzie-Boyle</p>	<p>Labour (1) Temperton</p> <p>Lib Dem (1) Parker</p> <p>Labour (2) Brown Neil</p>
Bracknell Forest Lottery Working Group (4 Councillors)		Bracknell Town Centre Regeneration Committee (6 Executive Members)	
<p>Conservative (4) Allen Mrs Birch Heydon Leake</p>		<p>Dr Barnard (Vice-Chair Elect) Bettison OBE Brunel-Walker (Chair Elect) Harrison Heydon Turrell</p> <p>Co-optee (Non voting) Allen Atkinson Temperton</p> <p>Substitute Members</p> <p>Any member of the Executive who, in the absence of an appointed Member, is nominated by that Member to serve on the Panel.</p>	
Climate Change Advisory Panel (10 Councillors)		Code of Conduct Working Group (6 Councillors)	
<p>Conservative (8) Executive Member for the Environment Dr Barnard Ingham Kennedy Leake McKenzie-Boyle (Vice-Chair Elect) Mossom Virgo (Chair Elect)</p> <p>Co-opted Members (non voting) Executive Member for Culture, Delivery & Public Protection Executive Member for Planning & Transport</p>	<p>Labour (1) Temperton</p> <p>Lib Dem (1) Parker</p>	<p>Conservative (5) Allen Birch (Chair Elect) Mrs Hayes MBE Kirke Leake</p> <p>Vacancy, Independent member on Governance & Audit Committee</p>	<p>Labour (1) Neil</p>

Commercial Centre Advisory Panel (7 Councillors)		Corporate Parenting Advocacy Panel (6 Councillors)	
Conservative (6) Mrs Hamilton Mrs Hayes MBE Heydon (Chair Elect) Mrs Ingham Mossom Turrell	Lib Dem (1) Parker	Conservative (5) Allen Mrs Birch Mrs L Gibson Ms Hayes (Chair Elect) Mrs Ingham (Vice-Chair Elect)	Labour (1) Temperton
		Non Voting Co-Optees	
		Relevant Executive Member	Doug Jennings
		Bracknell Forest Foster Carers Association	
		Designated Nurse Children in Care, CCG	Lynette Jones-Jardine
		Foster Carer	Vacancy
		SiLSiP representatives	2 Vacancies
Councillor Development Charter Steering Group (9 Councillors)		Digital, ICT & Customer Experience Advisory Panel (7 Councillors)	
Conservative (8) Allen (Chair Elect) Dr Barnard Bettison Birch Dudley Kirke Mossom Wade (Vice Chair Elect)	Labour (1) Neil	Conservative (6) Birch Brunel-Walker Harrison Heydon Finch McKenzie-Boyle	Labour (1) Neil
Substitute Members			
Conservatives (3) Bhandari Green Mrs L Gibson			
Disability Advisory & Access Forum (4 Councillors)		Electoral Review Steering Group (4 Councillors)	
Conservative (4) Brossard (Vice-Chair Elect) Mrs L Gibson Mrs Ingham Mrs Mattick (Chair Elect)		Conservative (3) Birch (Vice-Chair Elect) Leake Turrell (Chair Elect)	Labour (1) Temperton
Substitute Members		Substitute Members	
Conservative (3) Ms Gaw M J Gibson Virgo		Conservative (3) Allen Dr Barnard Wade	Labour (3) Bidwell Brown Neil

Equalities Working Group (12 Councillors)		Executive Committee: Commercial Property (4 Executive Members)
<p>Conservative (10) Atkinson Bettison OBE Bhandari Gbadebo Harrison Mrs Hayes MBE Kirke Mrs Mattick Mrs McKenzie Merry</p> <p>Substitute Members</p> <p>Conservative (5) Dr Barnard D Birch Mrs L Gibson Mrs Ingham</p>	<p>Labour (1) Temperton</p> <p>Lib Dem (1) Parker</p> <p>Labour (3) Bidwell Brown Neil</p>	<p>Councillors Bettison OBE Birch Brunel-Walker Heydon (Chair Elect)</p> <p>Substitute Members Any Member of the Executive who, in the absence of an appointed Member, is nominated by that Member to serve on the Committee.</p>
Local Joint Committee Consultative Committee of Employment Committee (4 Councillors)		School Improvement Advisory Board (7 Councillors including only one Executive Member)
<p>Conservative (4) Allen Angell Leake (Chair Elect) Wade</p> <p>Staff side representatives David Allais (Unison) Keith Roberts (GMB) Neil Duncan-Jordan (Unison)</p> <p>Substitute Members Conservative (3) Bhandari Dudley Porter</p>		<p>Conservative (7) Allen Dr Barnard (Chair Elect) Bhandari Mrs Birch Ms Gaw (Vice-Chair Elect) Ms Hayes Leake</p> <p>Substitute Members Conservative (3) Green Mrs Hamilton Mrs Ingham</p>
Secure Accommodation Review Panel (Executive Member)		Welfare Advisory Panel (5 Councillors)
Executive Member for Children, Young People and Learning, a suitably qualified Social Services officer and an independent person, appointed by the Executive Director of People.		<p>Conservative (4) Dr Barnard (Chair Elect) Brunel-Walker Heydon Mossom</p> <p>Labour (1) Temperton</p>

Other Joint Committees, Panels and Groups

Key: Committee appointed by	
	Council
	the Leader

	REPRESENTATION REQUIREMENTS	COUNCILLOR
Adopt Thames Valley Adoption Panel (changed from Berkshire Joint Adoption Panel)	Relevant Executive Member	Dr Barnard
Berkshire Healthcare NHS Foundation Trust	1 Councillor	Mrs Mattick
Berkshire Leaders Group	Leader of the Council	Bettison OBE
Berkshire Local Transport Board	Relevant Executive Member	Brunel-Walker
	Relevant Champion as named substitute	
Berkshire Pension Fund Advisory Panel	1 Councillor	Leake
Berkshire Strategic Transport Members' Forum	Relevant Executive Member	Brunel-Walker
	Relevant Champion as named substitute	
Blackwater Valley Advisory Committee for Public Transport	Relevant Executive Member	Turrell
Bracknell Forest Fostering Panel	Relevant Executive Member	Dr Barnard
Business Improvement District (BID) Company	Relevant Executive Member	Brunel-Walker
Children and Young People's Partnership Board	Relevant Executive Member	Dr Barnard
Children's Centre Advisory Board	2 Councillors	Brossard
		Mrs Temperton
Civilian Military Partnership Known as Armed Forces Community Covenant Champion	Relevant Executive Member ** Currently acting as Chair	Bettison OBE
	Deputy Armed Forces Champion	Ms Merry

REPRESENTATION REQUIREMENTS

COUNCILLOR

Community Safety Partnership Steering Group	Relevant Executive Member	Harrison
Community Safety Partnership Workshop Group	Relevant Executive Member	Harrison
	2 Councillors	Mrs Hayes MBE
		Bhandari
Downshire Homes Board Ltd	Relevant Executive Member	Birch
	Relevant Executive Member	Heydon
Economic and Skills Development Partnership	Relevant Executive Member	Brunel-Walker
	Relevant Champions (Large and Small Business Champions)	
Health and Wellbeing Board	Relevant Executive Member	Birch
	1 Councillor	Dr Barnard
Improvement and Efficiency Social Enterprise (iESE)	1 Director	Bettison OBE
	1 Councillor	Heydon
Joint Minerals and Waste Plan Board (Bracknell Forest, Reading, RBWM and Wokingham)	Relevant Executive Member	Mrs Hayes MBE
	Relevant Executive Member	Turrell
Joint Waste Disposal Board (BF, Wokingham and Reading)	Relevant Executive Member	Mrs Hayes MBE
	Relevant Executive Member	Harrison
Lily Hill Park Management Committee	Relevant Executive Member	Harrison
Local Countryside Access Forum	2 Councillors	Brossard
		Finch
Local Government Association	Leader of the Council	Bettison OBE

REPRESENTATION REQUIREMENTS

COUNCILLOR

	Relevant Executive Member	Heydon
	Minority Group Leader	Mrs Temperton
Local Outbreak Engagement Board	4 Councillors	Barnard
		Bettison (Chair Elect)
		Birch
		Brunel-Walker (Vice Chair Elect)
	Permanently invited guests	Executive Members
Parish and Town Council Liaison Group	Relevant Executive Member	Harrison
	2 Councillors	Bhandari
		Mrs McKenzie-Boyle
PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee	Relevant Executive Member	Turrell
	1 Councillor as Reserve	Brossard
Joint Public Protection Committee (JPPC) (Bracknell Forest and West Berkshire)	Relevant Executive Member	Harrison
	Chair of Licensing & Safety Committee	Porter
	Substitute - Any Member of the Executive	
Royal Berkshire Fire Authority	2 Conservative 1 Labour	Dudley
		Mrs McKenzie-Boyle
		Brown
South East England Councils	Leader of the Council	Bettison OBE
	1 Councillor as Reserve	Turrell

REPRESENTATION REQUIREMENTS

COUNCILLOR

South East Strategic Leaders	Leader of the Council	Bettison OBE
South Hill Park Management Committee	Relevant Executive Member	Harrison
	1 Councillor	M J Gibson
Standing Advisory Council on Religious Education (SACRE)	Relevant Executive Member	Dr Barnard
	4 Councillors	Bhandari
		Finch
		Mrs L Gibson
Mrs Mattick		
Standing Conference for Archives Including Berkshire Record Office Capital Working Group	1 Councillor	Virgo
Thames Basin Heaths Joint Strategic Partnership Board	Relevant Executive Member	Turrell
Thames Valley Berkshire City Deal Joint Committee	Relevant Executive Member	Brunel-Walker
	1 Councillor as Substitute	Heydon
Thames Valley Berkshire Local Enterprise Partnership	Relevant Executive Member	Brunel-Walker
Thames Valley Police and Crime Panel (Joint Committee)	Relevant Executive Member	Harrison
	Substitute	Mrs Hayes MBE

Portfolio Review Groups

<p>Care Portfolio Review Group</p> <p>Allen Dr Barnard Birch Mrs Birch (Chair Elect) Brossard (Vice-Chair Elect) Gbadebo Mrs L Gibson Mrs Hamilton Ms Hayes Heydon Leake Mrs Mattick Mrs McKenzie</p>	<p>Community Portfolio Review Group</p> <p>Allen Brossard Harrison M J Gibson (Chair Elect) Mrs Ingham Mrs Kennedy Mrs Mattick (Vice-Chair Elect) Mrs McKenzie-Boyle</p>
<p>Environment Portfolio Review Group</p> <p>Angell Brossard Ms Gaw Mrs Ingham Kennedy Leake Mrs McKenzie-Boyle (Vice-Chair Elect) Mossom Porter (Chair Elect) Turrell Virgo Wade</p>	<p>Finance Portfolio Review Group</p> <p>Allen (Chair Elect) Angell Atkinson Bettison OBE Bhandari Birch Brossard Green Heydon Leake Porter Wade (Vice-Chair Elect)</p>

Annex B

External Organisations 2022 – 23

Councillors are nominated to voluntary sector organisations as representatives in a non-management capacity with no role in the governance of the organisation. Such roles will be limited to Councillors acting as conduits for communication between the Council and the organisation or as observers at the organisation's meetings.

Where a Councillor is nominated as a representative pursuant to above, they may not subsequently accept a role on the organisation's board as a Trustee/Director or in any other management capacity such as Treasurer.

Key: Appointed by	
	Council
	the Leader

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
1	Age UK Berkshire	Relevant Champion	
2	Berkshire Association of Clubs for Young People (Known as Berkshire Youth)	1 Representative	Bhandari
3	Berkshire Community Foundation	1 Representative	Mrs McKenzie-Boyle
4	Berkshire Maestros (formerly Berkshire Young Musicians' Trust)	1 Representative	Dr Barnard
5	Binfield Badger Group	1 Representative	Harrison
6	Birch Hill Community Association (Charity number 276224)	1 Representative	M J Gibson
7	Bracknell Forest Cambian Partnership (was Joint Venture Partnership Board)	2 Representatives	Brunel-Walker
			Heydon
8	Bullbrook Community Association (Charity number 300124)	1 Representative	Angell
9	Citizens Advice East Berkshire	1 Representative	M J Gibson
10	Crown Wood Community Association (Charity number 282997)	1 Representative	Dudley

	BODY	REPRESENTATION REQUIREMENTS	COUNCILLOR
11	Easthampstead & Wildridings Community Association (Charity number 300125)	1 Representative	Heydon
12	Farley Wood Community Association (Charity number 1127154)	1 Representative	Bhandari
13	Federation of Burial Cremation Authorities	1 Representative	Harrison
14	Forest Park Community Association (Charity number 298690)	1 Representative	Ms Hayes
15	Hanworth Community Association (Charity number 269282)	1 Representative	Mrs Birch
16	Heathrow Community Noise Forum	Relevant Executive Member	Turrell
		1 Community Representative	Geoff Paxton
17	Heritage Champion	Relevant Executive Member	Mrs Hayes MBE
18	Homestart – Bracknell Forest	1 Representative	Ms Merry
19	Involve Board	1 Representative	Mrs Ingham
20	Jennett’s Park Community Association (Charity number 1148928)	1 Representative	Gbadebo
21	Keep Mobile Country Tours Ltd	Relevant Champion	
22	New Great Hollands Community Association (Charity number 1138209)	1 Representative	Mrs L Gibson
23	New Owlsmoor Centre (Charity number 1080713)	1 Representative	Mossom
24	New Priestwood Community Association (Charity number 1089708)	1 Representative	Green
25	North Ascot Community Association (Charity number 278231)	1 Representative	Mrs Hayes MBE
26	Sandhurst Day Centre Association	1 Representative	Allen
27	South East Reserve Forces’ and Cadets’ Association	1 Representative	Ms Merry
28	The Parks Community Association (Charity number 1161192)	1 Representative	Ms Merry

COUNCIL
22 JUNE 2022
6.30 - 6.50 PM



Present:

Councillors Bhandari (Mayor), Mrs L Gibson (Deputy Mayor), Allen, Dr Barnard, Bettison OBE, D Birch, Brossard, Brown, Dudley, Finch, Ms Gaw, Gbadebo, MJ Gibson, Green, Mrs Hamilton, Harrison, Mrs Hayes MBE, Heydon, Mrs Mattick, McLean, Mossom, Temperton, Turrell and Wade

Present Virtually:

Councillors Atkinson, Bidwell, Mrs Birch, Ms Hayes, Mrs Ingham, Kennedy, Leake, Mrs McKenzie-Boyle, Ms Merry, Neil and Porter

Apologies for absence were received from:

Councillors Angell, Brunel-Walker, Kirke, Mrs McKenzie, Parker, Skinner and Virgo

10. Declarations of Interest

There were no declarations of interest.

11. Appointment of Chief Executive

The Council considered the report identifying the preferred candidate which had been selected for appointment as the new Chief Executive. The Appointment Committee have undertaken the recruitment process with support from the recruitment agency, Gatenby Sanderson, and the decision to appoint a new Chief Executive was reserved to full Council.

On proposal by the Leader of the Council, Councillor Bettison OBE and seconded by Councillor Temperton it was

RESOLVED that Susan Halliwell be appointed Chief Executive with effect from a date to be confirmed.

CHAIRMAN

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To: **COUNCIL**
13 July 2022

EXECUTIVE REPORT TO COUNCIL **The Leader**

1 PURPOSE OF REPORT

- 1.1 Since the Council agenda for the 20 April 2022 was published, the Executive met on the 24 May, 1 June and 21 June 2022. 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 agree the recommendation at 5.1.1.**

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

Environment

5.1 Climate Change Action Plan Annual Progress Report

5.1.1 The Executive recommended to Council that they noted an approve the Climate Change Action Plan Annual Progress Report.

- 5.1.2 Following the publication of the council's climate change strategy in January 2021 it was agreed that annual update reports on progress be reported to Full Council.

- 5.1.3 The annual report for 2021/22 showed a wide range of achievements of which the key headline was a reduction in the Council's CO2 emissions from 6,178 tonnes in 2019 to 5,326 tonnes in 2020 and 5,028 tonnes in 2021 (although the latter two years were impacted by Covid restrictions). At the same time figures released by BEIS show a 41.5% reduction in the Council's emissions since 2005. The overall strategy is supported by a detailed action plan containing 46 projects – key ones delivered in

2021/22 included; improvements to the energy efficiency of both the council's estate and residents' homes; the successful implementation of kerbside food waste collections coupled with reduced residual waste collections resulting in both increased recycling rates and reduced landfill; and successful Highways initiatives aimed at improving and increasing active travel.

5.2 Greening Waste Collection Progress Update

- 5.2.1 The Executive noted and approved the Greening Waste Collection Progress Update report.
- 5.2.2 During the year the food waste recycling service for all houses in the borough had started on 1 March 2021. At the same time the refuse collection frequency changed to three weekly (from fortnightly). These changes directly led to over 6,000 tonnes of food waste being collected (34% above target in the year). With other initiatives this meant that the recycling rate for 2021/22 was likely to be 56%, an increase of 13% compared to 2020/21. By contrast, the landfill rate for 2020/21 is expected to reduce from 16% to 7%. All other targets set for the year were also exceeded.

Adult Services, Health and Housing

5.3 SEND Written Statement of Action (WSOA)

- 5.3.1 The Executive noted the current draft of the WSOA which focussed on the 9 areas of significant weakness highlighted in the November 2021 Ofsted Inspection on which the partnership will be monitored and which was due to be submitted on 7 June.
- 5.3.2 The report provided an update on the progress and activity undertaken to develop a co-produced Written Statement of Action. The co-production process was dynamic and agile and as the work progresses within the workstreams and feedback is received via the engagement process, the Written Statement of Action has been updated. Following sign off by Ofsted/DfE regular monitoring of progress will be undertaken by the Special Needs Improvement Board, CMT and the Executive itself. (The Council was subsequently informed that the DfE and Ofsted had signed off the WSOA as fit for purpose without modification which marks a small but important step in the improvement journey).

5.4 Bracknell Forest Health and Wellbeing Strategy

- 5.4.1 The Executive endorsed the Bracknell Forest Health and Wellbeing Strategy.
- 5.4.2 The Health and Wellbeing Board is preparing a Health and Wellbeing Strategy which has been co-produced to identify the key health and wellbeing priorities for the whole Borough. The draft plan was prepared and consultation on the plan was agreed by the Health and Wellbeing Board at its meeting on 2 December 2021.
- 5.4.3 Consultation took place in March 2022 and resulted in 81 responses from a variety of groups including residents and health professionals. At the meeting of the Health and Wellbeing Board on the 7 June 2022 the Health and Wellbeing Strategy for Bracknell Forest was formally approved, with a focus on six priorities:
 - 1. Give all children the best start in life and support emotional and physical health
 - 2. Promote mental health and improve lives of people with a mental ill-health
 - 3. Creating opportunities for individual and community connection

4. Keep residents safe from infectious diseases and address long term impact of Covid
5. Improve years lived with good health and happiness
6. Collaborate, plan and secure funds for new health and wellbeing priorities.

5.5 Bridgewell Supported Living

- 5.5.1 The Executive agreed that the Council will build a two-storey building with four distinct households, each consisting of 5-bedrooms on the site of the ex Bridgewell Care Home. It was agreed to procure the landlord service provider and the care & support service provider and the design and build budget, Strategic Procurement Plan for the building design and works (including early/enabling works) was also approved. This marks an important step forward in modernising and providing greater choice in the Council's residential care services for people with learning disabilities.

5.6 Contract Extension Approval for Look Ahead - Accommodation Based Housing Related Support Service

- 5.6.1 The Executive agreed to delegate authority to the Executive Director: People to approve a 12 month extension of the current Look Ahead contract from 1 September 2022 and (which will be recorded as a key decision to ensure compliance with the Council's Contract Standing Orders and legal advice). Authorisation was also given to the Executive Director: People to approve the approach and timeline proposed for a strategic commissioning review of the current service model in order to develop proposals around the preferred route to market, and procurement of accommodation-based housing related support services at the end of the agreed extension.

Finance & Transformation

5.7 Procurement Plan for Design & Construction Support Team

- 5.7.1 The Executive approved the Strategic Procurement Plan to tender the appointment of Design & Construction Support for a contract value of £15m over an initial period of 5 years with a further 3 +2 years extension to be based on performance. Delegation of authority was also approved so that the Executive Director, Delivery and the Executive Member for Transformation, Finance and Property be able to award the contract to the provider, provided they met the requirements of the contract as set out in the Plan.

Children, Young People & Learning

5.8 Household Support Fund Extension and Energy Rebate Discretionary Fund

- 5.8.1 The Household Support Fund has been provided by the Department for Work and Pensions but each local authority must determine how it is spent within the scope of the guidance that has been set out. The Council is therefore required to create a local eligibility framework to disburse the funding. Bracknell Forest's allocation for this discretionary element is £184,650.
- 5.8.2 The Executive agreed that supermarket vouchers be purchased, or for opted schools to make equivalent arrangements, to provide support over the Summer and October Holidays to children qualifying for Free School Meals in Bracknell Forest schools and

the equivalent under 5s. Households will receive a £15 voucher per child per week of the holidays.

It was also agreed that qualifying pension age households should be provided with a one-off supermarket voucher in June of £100. The target group are pensioners in receipt of income based council tax reduction and/or housing benefit. The remaining funding of approximately £15,000, and the value of any unredeemed vouchers, will be targeted on low income working age disabled and carer households without children, and care leavers with a supermarket voucher of £50. If more funding was available, the decision to increase this value was to be delegated to the Chief Executive.

The Executive also agreed that the Discretionary Fund element of the Council Tax Energy Rebate, which is the mandatory payment to all households in bands A – D who pay their energy bills, should initially be used to provide financial support to working age and pensioner households occupying properties in Council Tax Bands E-H who currently receive income based council tax support and also to care leavers. Authority for agreeing proposals to allocate the remainder of the Discretionary Fund element of the Council Tax Energy Rebate was delegated to the Executive Member for Children, Young People and Learning, advised by the Members Welfare Steering Group.

Culture, Delivery and Public Protection

5.9 Request from Taxi Trade to Review Hackney Carriage Tariffs

- 5.9.1 The Executive received a report to consider a business case submitted by representatives of the taxi trade to review the current table of fares in the light of the current increase in the cost of fuel. The report also outlined the statutory consultation process that must be undertaken as the Executive agreed to consult on the proposals set out in the business case. On this basis, if no objections are received (or if they are withdrawn), the proposed table of fares, as set out in Appendix D to the report, would come into effect on the 16 June 2022.

5.10 Procurement of Community Hub Operator at Bucklers Park, Crowthorne

- 5.10.1 Following the decision by Crowthorne Parish Council not to be involved in providing the new Bucklers Park Community Centre, the Executive agreed the strategic procurement plan to appoint an operator to manage the facility with the adjacent courts, associated car parking and car park landscaping on a 'not-for profit' or charitable basis and approved the cost/quality weighting in favour of quality at 60% and 40% cost.

Delegation of the contract award decision was approved to the Chief Executive in consultation with the Executive Member for Culture, Delivery and Public Protection and the lease and other operational arrangements were also delegated to the Assistant Director: Chief Executive's Office in consultation with the Executive Director: Place, Planning & Regeneration and the Executive Member for Culture, Delivery and Public Protection

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.

Executive Director: Resources

6.2 The Executive 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 – 24 May 2022, 1 June 2022 and 21 June 2022

Contact for further information

Hannah Harding, Delivery - 01344 352308

Hannah.harding@bracknell-forest.gov.uk

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To: **COUNCIL**
13 JULY 2022

Climate Change Action Plan annual progress report
Executive Director of Delivery

1 Purpose of Report

- 1.1 Following the publication of the council's climate change strategy in January 2021 the Executive Director Delivery promised to provide annual update reports on progress to Full Council. This is the first such update.

2 Recommendation

- 2.1 For Council to note and approve the report.

3 Reasons for Recommendation

- 3.1 Council are requested to endorse progress so far.

4 Alternative Options Considered

- 4.1 N/A

5 Supporting Information

- 5.1 The full annual progress report for 2021/22 is attached as appendix 1 and a summary of climate change progress so far is attached as appendix 2.
- 5.2 In summary significant achievements have included increased robustness of the governance of climate change actions; improvements to the energy efficiency of both the council's estate and our residents' homes; the successful implementation of kerbside food waste collections coupled with reduced residual waste collections resulting in both increased recycling rates and reduced landfill; and successful Highways initiatives aimed at improving and increasing active travel.
- 5.3 Areas requiring a stronger focus over the coming year include continuing our efforts to make all climate change targets SMARTer, improving our customer facing website information, investigating ways to record the council's indirect (scope 3) CO2 emissions and improving our collaboration with businesses, community groups and schools alike.

6 Consultation and Other Considerations

Legal Advice

- 6.1 The overarching legislative context of the Council's Climate change strategy is the Climate Change Act 2008. This Act places a legal duty on central government to set legally binding targets to reduce UK greenhouse gas emissions to net-zero by 2050.

Financial Advice

- 6.2 There are no direct financial implications arising from this report.

Other Consultation Responses

- 6.3 N/A

Equalities Impact Assessment

- 6.4 Specific EIA's are completed by Officers for their individual projects within the Action Plan.

Strategic Risk Management Issues

- 6.5 The Council is committed to becoming a net zero carbon authority by 2050. All actions that the council undertakes should be assessed for their environmental impacts prior to receiving executive approval.

Climate Change Implications

- 6.6 The recommendations in Section 2 above are expected to:

Reduce emissions of CO₂.

The reason the Council believes that this will reduce emissions is because the very goal of all actions contained within the annual progress report is to mitigate the man-made impacts of climate change and lower CO₂.

Health & Wellbeing Considerations

- 6.7 There are strong and developing links between Health in All Policies ambitions and climate change actions. Promoting active commuting, supporting green and active volunteering and improving the warmth of residents' homes are all such examples.

Background Papers

Appendix 1: Climate Change Annual Report 2021/22

Appendix 2: Our action towards net zero 2050

Contact for further information

Kevin Gibbs, Executive Director of Delivery, 01344 355621

Kevin.Gibbs@bracknell-forest.gov.uk

Climate Change Strategy Annual report on progress 2021/22



Forward from The Executive Member of the Environment, Councillor Dorothy Hayes MBE

This report covers the period 1st April 2021 – 31st March 2022 representing the first annual summary of the council's progress against our climate change strategy. As Executive Member for the Environment I take great pride in taking the lead to help us reach our pledged commitment to become a net-zero carbon council by 2050. Mitigating the impacts of climate change is a subject area that has long been a focus for Bracknell Forest Council and it is specifically referenced within the Protecting and Enhancing our Environment section of the council plan.

Climate Change mitigations were of course on the front foot at the very start of the year given our introduction of our new food waste strategy plus the completion of retrofitting 99 of our residents' least energy efficient homes through the Green Homes Grant Local Authority Delivery scheme. Further initiatives have centred on decarbonising our own estate, continuing to support sustainable transport and improving the biodiversity of the borough.

Internally our climate change governance took a big step forward during the year with the creation of both an officer's climate change board and a Councillor Climate Change Advisory Panel. Taken together I believe these will bring both a focus and a scrutiny into the council's efforts to mitigate the man-made impacts of a changing climate.

On a national level Bracknell Forest continues to engage with the Local Government Association and other overarching bodies striving to share best practice and learnings from one another's experiences. The council also actively embraced the inaugural The Big Green Week (Sep 2021) to showcase what we are doing for the climate change agenda.

On the international front the UK of course played host to the 26th Conference of the Parties (COP26) which took place in Glasgow in November 2021. COP26's main focus was to encourage greater cooperation among nations. However, that is not to say that the outcomes do not affect Bracknell Forest. There are three areas of funding specifically laid out within current government's strategy that could help us achieve our net zero ambitions:

- £3.9 billion of new funding for decarbonising heat and buildings, including the new £450 million 3-year Boiler Upgrade Scheme, ensuring homes and buildings are warmer, cheaper to heat and cleaner to run.
- A £1.35 billion commitment to support the electrification of UK vehicles and their supply chains, coupled with a further £620 million for targeted electric vehicle grants and infrastructure.
- A £124 million boost to the Nature for Climate Fund helping to meet commitments to restore approximately 280,000 hectares of peat in England by 2050 and treble woodland creation in England to meet commitments to create at least 30,000 hectares of woodland per year across the UK by the end of this parliament.

Aligning our approach to focus in on securing access to these funds and others to come will be at the heart of our continued efforts moving forwards.

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Introduction by Kevin Gibbs, Executive Director: Delivery

Summary of key successes:

- Changing the culture here at BFC (climate change at core of procurement choices ; climate change a critical factor in all decision reports; educating, encouraging, spreading the word)
- Co-benefits – any action taken on climate change is relevant to associated priorities such as health; the economy / employment; poverty, housing and inequality; and energy security;
- Encouraging behavioural adaptations both within but more importantly from our businesses and our residents
- Bracknell Forest Giants in partnership with The Lexicon helping deliver the borough's messages around protecting and enhancing our natural environment. (BF Springs to follow).

Bracknell Forest is an ambitious council and seeks to be a class leader in everything we do. The communities within the borough have set and expect high standards for the council and therefore expects our delivery around the climate change agenda to be as exemplary as everything else we do.

We are in this for the long term, and therefore our ambition must be tempered by the resources we have available and how willing everyone is to join us on this change in how we live, work and enjoy our lives. Meeting people where they are, as opposed to where we want them to be is key to keeping as many people engaged in our work as possible. Tom Heap, the Countryfile presenter, made the case around getting to net zero, that this will require a change in what we define as a “good life”. Jumping into a car to do a short journey that could be done on foot, will need to be as socially unacceptable as smoking is now. Things that are the most convenient may need to be given up and habits changed forever to become sustainable. That said, we recognise that simply demanding that people change is not an effective strategy. Bracknell Forest Council is focused on doing stuff, as opposed to talking about doing stuff. To this end, the last 12 months has seen the anniversary of our Greening our waste strategy. This strategy has delivered a whole borough food waste recycling scheme that has over 90% participation of those eligible to use the scheme. This is now into its next phase, with the scheme being rolled out to flats and houses in multiple occupation. Everyone can be involved.

The council has sought to maximise the monies available for works that we can do but bidding for financial resources, made available via central government schemes, is not straight forward or as easy as it could be. Although we have done well in securing resources via public sector decarbonisation schemes, we have also been less successful in some of our larger bids (For example, a£500k joint bid with Silva Homes for social housing decarbonisation and a £500k air source heating system for Time Square). Each bid takes the same amount of staff resources and therefore for the next period, we will be working hard to get our ideas to the stage of being “shovel ready”, a theme which we have picked up in the feedback on the projects not funded. That all said, Property Services have secured £929k of grant funding from the Public Sector Decarbonisation fund, Salix. This being in addition to the funding that the council has put in itself, into schemes on our corporate building estate, such as for new LED lighting, boiler replacements and additional PV solar cells. Highways and Transport have secured £260k, for active travel initiatives and EV charging points. We have also had support from our local MPs, who supported Cllr Mrs

Hayes in hosting the Minister for Pensions and Financial Inclusion to look at how the council can get green funding to address brownfield sites.

The council's approach to changing its own operations, to ensure that we reach our target, has been based on embedding climate change mitigation into the heart of the council's decision making, resourcing planning and service delivery. Our report templates have been amended so that report authors can show that they have considered climate change mitigation and reduction as part of their change proposals. Service Plans (published in April 2022) have had climate change mitigation added to the "golden thread" and therefore can be monitored via the normal performance management processes which have ensured that the council has been successful in delivering on its programme of work for many years.

There is a strong link in our climate change mitigation work with our duties under the "Public Sector Equalities Duty" and "Health in all policies", part of our drive to improve public health. To this end, the Public Health team has supported programmes for behaviour change schemes, to increase walking and cycling (Eco Rewards scheme) and general fitness (Get Green and Active). They have also worked on Air Quality schemes (with the Public Protection Partnership), adding to the £259k funding secured from DEFRA, to improve the air within the borough, especially around our schools. Finally, supporting our Energy Sustainability Officer to address thermal inefficient poor-quality housing.

Covid has impacted on our ability to capture the good work that our schools and businesses have been doing to contribute to the whole borough target. Our strategy is a whole borough area programme and seeks the whole borough to work with us to achieve net zero. Although it is true that only 12% of Bracknell Forest businesses have specific targets for net zero, over 51% now have an intention to be more environmentally friendly. Therefore, it is key that we turn these intentions into action and work with those businesses who neither have a plan or target to get these for the next performance year.

Reaching out into the community has been the core of getting the net zero change message beyond the work that the council is doing. The Forest Giants at Bracknell Town Centre, weren't just about bringing people back to the high street but also an important way of reaching out to the community about the importance of the natural environment and to communicate important environmental information to residents and visitors, covering a range of ages and background. The campaign to introduce food waste recycling, with its strap line of "easy as 1,2,3" not only brought the issue of food waste to the fore, but also encouraged greater participation in recycling and reducing residual waste that goes to landfill.

On the whole, this has been a successful year, despite the pandemic. The key for this next year is to hold on to the gains in behaviour change that were forced by COVID. Hybrid working, reducing the number of car movements, increasing social connection and enjoyment of our natural environment, are all positives that must continue. As must staycations and reducing pollution from air travel. With energy costs set to rocket this year, finding ways to move to more sustainable, locally produced, energy will be something that the council will be focused upon for the next year.

Climate Change Advisory Panel Chair: Councillor Tony Virgo

The Cross-party climate change advisory panel was set up by the Executive following a recommendation by the O&S Commission for the establishment of a councillor group as part of its scrutiny of the Council's climate change strategy and action plan and I am delighted to have been appointed as Chair. We are a panel of 12 elected councillors with representation from all political parties with a common interest in facing up to mitigating the impacts of climate change.

The role of CCAP is to advise Executive Councillors on issues around climate change. The CCAP also provides a useful public forum for sharing the council's journey to net zero and to demonstrate that there is credible performance management of our projects. We meet bi-monthly with the first meeting having been held in June 2021.

Since that first meeting the group have considered specific themes in turn. The first such topic being centred around the challenges around electric vehicle (EV) charging infrastructure. The panel were updated on the council's current policy towards EV's, along with presentations from Scottish and Southern Electricity Networks (energy provider) and Bloor Homes, representing the new home builders. The informative presentations highlighted the need for government strategy to crystallise further so that the council could progress with its own plans.

The next topic concerned the subject of domestic home energy efficiency. The panel received a summary of the past, present and future work plans of the Energy Sustainability Officer, an introduction to how the council is working in partnership with a private landlord (Silva Homes), a view of the issues facing housing developers (Wimpey Homes) plus a presentation on the current benefits and drawbacks of (ground or air source) heat pumps. Two themes emerged from these discussions: capacity and cost. There are projected capacity issues around both the scale of retrofitting existing homes but also the ability and skill set to provide homes of the future. In addition, further stimuli to encourage private funding and investment will be required to make customer choices more affordable.

Vice Chair: Councillor Tina Mckenzie-Boyle

I am delighted to have been selected as vice-chair of the CCAP as I have a keen interest in all matters relating to mitigating the impacts of climate change.

One specific area of interest of mine concerns the need to move towards a circular waste economy and so the January 2022 session of the CCAP which considered the benefits of anaerobic digestion (AD) plants was of particular interest. AD plants function by breaking down organic waste materials and producing either gas or fertilizers or both.

Ahead of the session I and several other councillors of the panel visited existing anaerobic digestion plants in Hampshire and Oxfordshire. Our own findings were mapped against a separate feasibility study completed by Atkins on the council's behalf to consider the merits of installing a facility here within the borough. The overall conclusion was that whilst an AD plant would be of benefit any lead on such a project should be left in the hands of a commercial developer to take forwards.



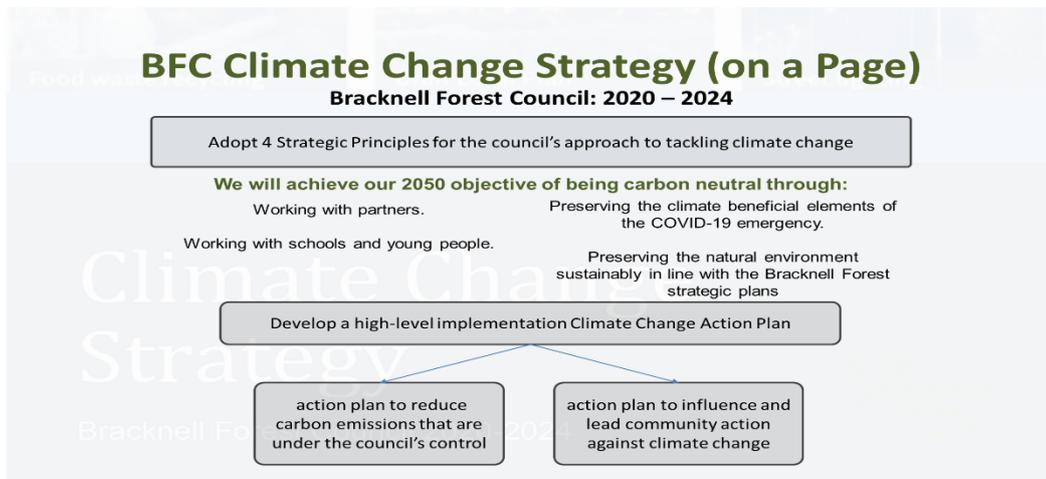
In March 2022 we focussed on efforts to decarbonise the council's estate including a number of heat decarbonisation plans which will propose suitable tangible options for decarbonising and saving energy within future schemes, a summary of recent green energy efficiency initiatives including solar PV roof panels, plus heating and energy efficient lighting projects and an explanation of the planned energy efficiencies and future proofing being built in to the redevelopment of the commercial centre.

I look forwards to supporting further initiatives over the coming year.

• Strategy summary

The Council's climate change strategy was published in January 2021 and sets out the council's initial 4-year framework towards reaching our ambition to be carbon net-zero by 2050. <https://www.bracknell-forest.gov.uk/sites/default/files/2021-11/bracknell-forest-climate-change-strategy.pdf>

The strategy can be summarised as per the diagram below. It is worth noting that direct carbon dioxide equivalent emissions within the council's control represent around 2% of the entire emissions associated with the borough as a whole.



During 2021/22 there was a strong emphasis placed on cementing the governance around supporting our climate change work. The strategy and accompanying action plan were therefore each audited in August 2021. The objectives of the audit were to evaluate the controls in place to manage and deliver the council's Climate Change Strategy, with a view to delivering reasonable assurance as to the adequacy of the design of the internal control systems and their application in practice. The overall findings indicated an adequate level of assurance with some minor recommendations for further improvement.

One of the headline outcomes from that audit process included recognition of the importance of the creation of both councillor and Officer groups along with recommendations to strengthen and support the work of each group. In addition, there was an acknowledgement that certain aspects of the council's work towards reducing our carbon emissions were lacking in terms of defining and quantifying progress made and having interim targets to reach. Each recommendation has been included within an audit outcomes management plan for further work and analysis.

- **Action Plan to support strategy**

The Council's climate change strategy is supported by an action plan which charts progress made against current climate change mitigation projects or streams of work. The action plan is therefore a 'live' document which is updated and consolidated at the end of each quarter. Updates are provided by nominated officers within various sections and directorates of the council. These quarterly updates are reported to the officer's board and the action plan is updated and published on the council's climate change web pages. [CC Action Plan for CCOB Q4 Jan-Mar 22 - 04-05-22.pdf](#) Action Plan progress reports are also presented to the 'Advisory Panel and once per annum to Full Council to complete full governance of all climate change mitigation activities.

At any point in time the action plan represents a snapshot of all known 'live' pieces of work being completed that can be demonstrated as having tangible benefits to minimise the man-made impacts of climate change. Projects or work streams are only added to the action plan once they have been approved at Department Management Team level.

At the end of Q4 in 2021/22 there were 46 different projects referred to within the action plan and a further 5 at the proposal stage. The activities represented reflect a mix of those which solely benefit the council estate, those which solely benefit the borough and those which benefit both.

Completed or closed projects are also captured within the action plan and a summary of those key achievements in the 2021/22 year is covered elsewhere within this report.

The 2021 audit of the climate change strategy highlighted the differences in the degree to which individual projects within the action plan could clearly identify the measurement of progress. There was a recognition that whilst clearly defined progress could be shown in some areas, there was still work to do with regards the re-definition of others to enable the council to set both interim and final targets, plus demonstrate progress made towards those. Officers have already been undertaking efforts to provide a tighter focus and definition for their work streams and this will continue to be a clear focus for improvement as we move forwards.

• **Headline metrics 2021**

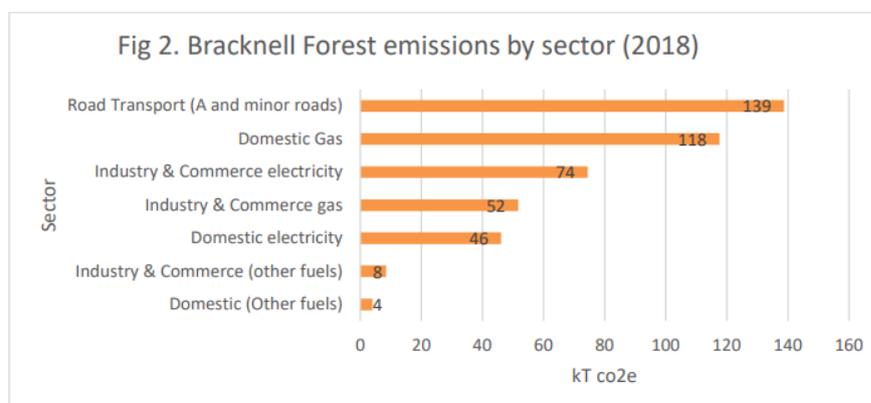
The Council commenced measurement of its own carbon footprint in 2019 based on a calendar year. The data for the 2021 calendar year showed that our total CO₂e emissions from the council’s transport fleet, plus gas, electric and water consumption was **5,028 tonnes**. This compares to the initial figure of **6,178** in 2019 and **5,326** from 2020. This saving is the equivalent of taking 248 petrol run cars off the road.



For 2021 it has also been possible to start capturing data showing emissions from the council’s consumption of water. These amounted to 78 tonnes which are incorporated into the total above.

Both 2020 and 2021 were of course heavily impacted by COVID enforced lockdowns.

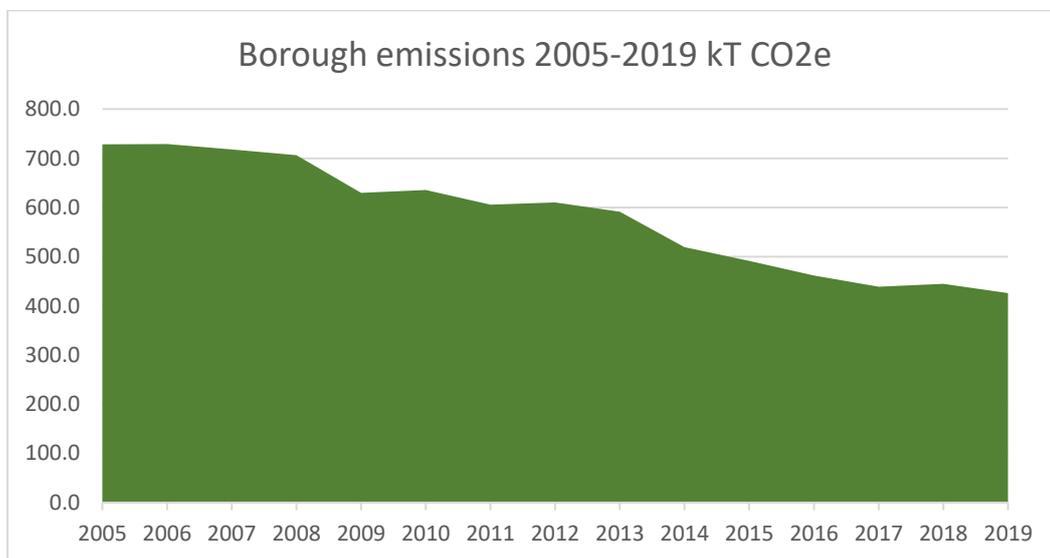
When compared to figures for the borough as a whole the council’s direct activities referred to above represent around 2% of all emissions. The remaining 98% equates to 443kT Co₂e which represents emissions from across the borough, such as domestic energy use, and industry and commerce emissions.



Indirect emissions (those from our supply chain and our contracted services) are a much harder parameter to define, but exploratory work is underway, and this area will continue to be explored further.

Estimates for total emissions for all local authority areas are provided by the governments' Business, Energy and Industrial Strategy department (BEIS). The first such set of figures were provided for 2005. BEIS releases annual statistics each June approximately 18 months in arrears, so the most recent release is that from June 2021 which reports on emissions in the 2019 calendar year.

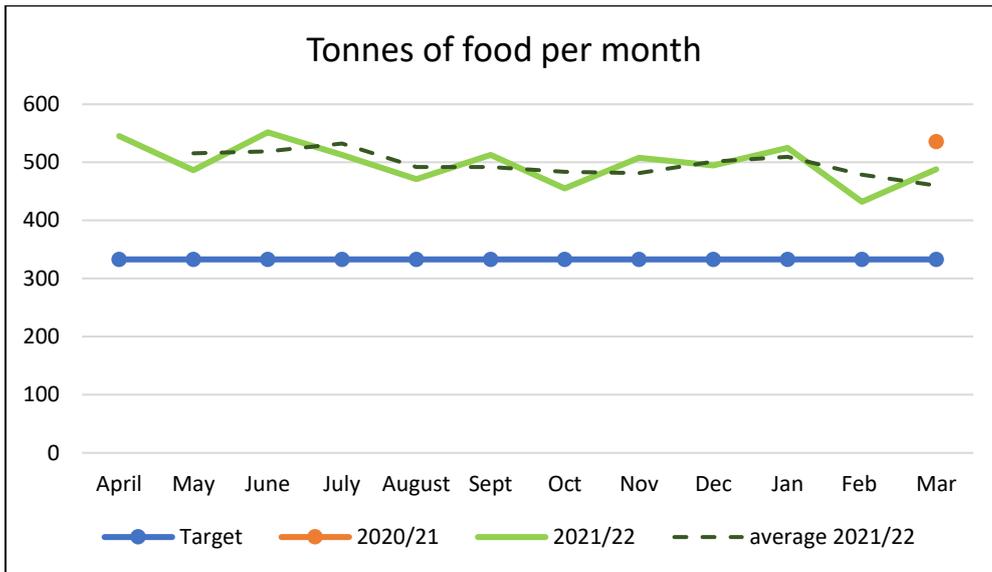
For Bracknell Forest Borough the figure was **426.1kT CO₂e** which is down by **18.2kT from 444.3 in 2018** and compares to our initial benchmark of **728.5kT in 2005**, representing a **41.5%** reduction overall. This saving is the equivalent to powering over 75% of the boroughs households for a year (38,041 houses) (see chart below).



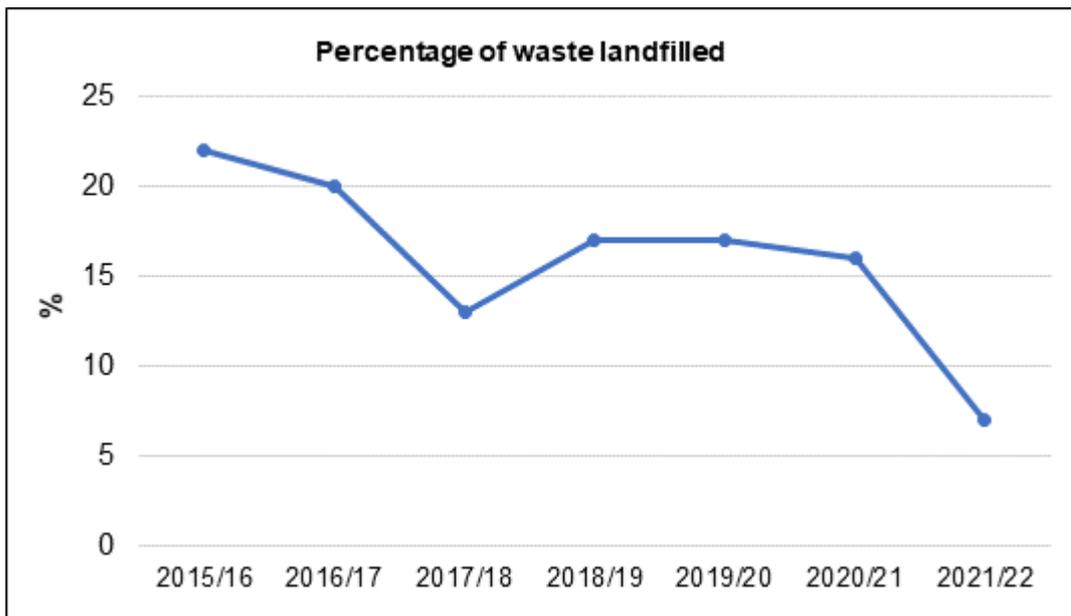
Bracknell Forest's emissions per capita were 3.5 tonnes: lower than the 4.4 tonnes south east England average and the 5.2 tonnes national average. When compared to the other local authorities in Berkshire, only Reading have reduced emissions by a higher percent than Bracknell Forest over the 14 years of measurement.

- **Key projects delivered 21/22**

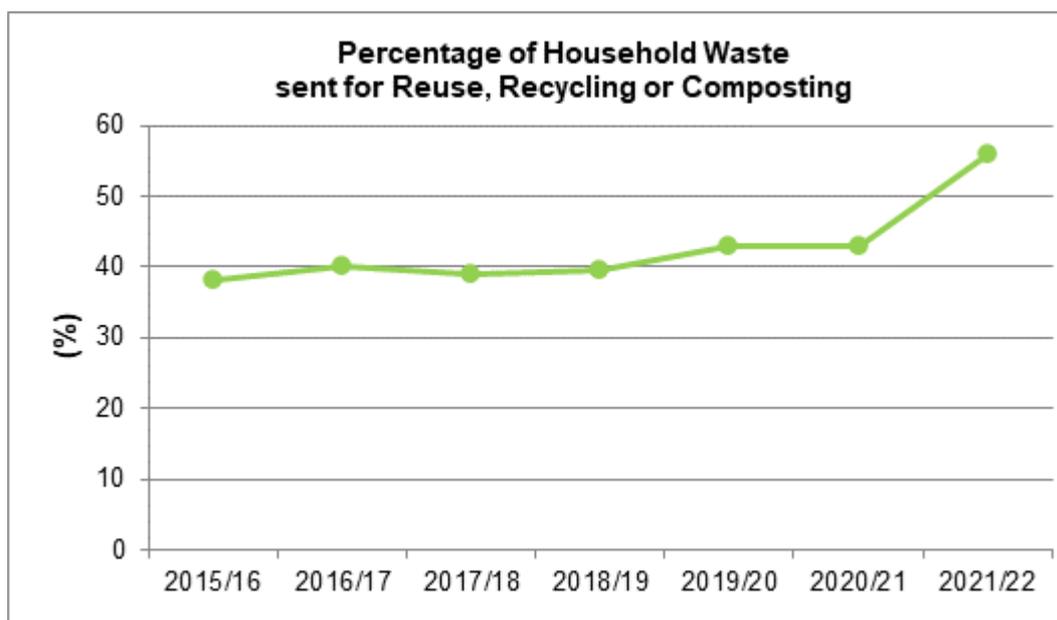
- Green Homes Grant funding (£900k spent / further £1M planned); In terms of the home decarbonisation projects via the government's Green Homes Grants Local Authority Delivery schemes (GHG LAD), the council completed the works from GHG LAD 1 (£900k grant received) back in the Summer of 2021. We have further funding from both GHG LAD 2 (£87k for spend by 30th June 2022) and GHG LAD 3 – also referred to as Sustainable Warmth and Home Upgrade Grants (£1M for spend by 31st March 2023).
- Public Sector Decarbonisation Scheme (Salix) funding of £350k at Sandhurst school to enable their transition from oil to gas central heated boilers. A further £425k of funding was secured for 38 schools within the borough who benefitted from works that increased their heat conservation and reduced their energy use. Once all schemes were completed it is estimated that their combined carbon footprints were lowered by 1,536,170 kWh, or a 25% tCO₂e per year reduction (283 Tonnes).
- A second tranche of Salix funding worth £154k has enabled our partners Atkins to prepare heat decarbonisation plans for all of the Council's property stock including schools not already funded. This will propose suitable tangible options for decarbonising and saving energy within future schemes.
- From April 2021 all electricity consumed within BFC buildings has been sourced from 100% sustainable supplies.
- The Parks and Countryside service planted 2,795 trees over 20 sites as part of highways improvements and improvements to public green spaces.
- In addition both the total areas of Habitats of Principal Importance (HPI) and Local Wildlife Sites (LWS) have increased by 50.97 and by 17.7 hectares respectively. In a climate change context our ponds help store water, reduce flooding and act as carbon sinks, whilst our woodlands and meadows provide urban cooling, carbon storage and support the survival of biodiversity.
- The introduction of our kerbside recycling of food waste in Mar 2021 has seen 6,031 tonnes of food waste collected and recycled in the first year. The graph below shows that the trend for tonnes collected far outweighed our initial target estimates.



- The service, when combined with the reduction in the frequency of residual waste collections, from two weekly to three weekly, has also helped reduce waste going to landfill. The graph below shows the landfill rate for the last 7 financial years:



- This diversion of food waste has produced a carbon saving of over 3.72 million kg of Co2e (carbon dioxide equivalent emissions) being prevented from entering the atmosphere. Participation in the food waste scheme remains exceptionally high at around 90% of households. This compares to an average of around 60%-70% in other schemes nationally.
- Our recycling rate (as a % of all waste collected) has risen from 43% to 56% during the 2021/22 year. This 13% improvement on last year is an exceptional achievement and proof of the success of our greening waste strategy.



- The Highways and Transport service has received a revenue grant, from the Department of Transport, aimed at active travel initiatives. A £160k grant has been utilised to help the service to expand cycling routes to Crowthorne and Sandhurst and to commission some promotional videos as well. These videos will be supported by interactive maps, cycle led rides, family events, and working with businesses and schools to increase active travel participation.
- We have also promoted involvement in the EcoRewards active travel scheme that provides an incentive for residents to use active transport for their commutes. A specific competition during the Big Green Week led to a 25% increase (in-week) in miles travelled using active transport. During 2021/22 the scheme has seen 187,132 of green miles logged, saving 40.8 tonnes of CO2 when compared to driving.
- Highways also revised our bus service improvement plan and will work with planners to produce a new travel plan policy, giving us more control over sustainable mode initiatives.
- All reports now have to have considered Climate Change impacts as part of the decision-making process. This helps support a cultural change in the Council in relation to Climate Change.

It is worth noting that the council applied for, but was ultimately unsuccessful with the following funding bids:

- Social Housing Decarbonisation Fund: A £500k bid submitted on behalf of / in partnership with Silva Homes to retrofit private landlord housing;
- Public Sector Decarbonisation Fund: a £500k bid to install a hybrid system of air source heat and a new gas boiler at Time Square;
- Department for Transport: a £30k bid to develop a detailed plan to improve cycling and walking between Crowthorne and Owlsmoor;

• Key projects moving forwards

- The plans for the redesigned Commercial Centre will incorporate some significant energy saving / greening elements. These will include a green roof providing thermal insulations and allowing the installation of solar PV panels; the heating of the building via an air source heat pump; plus, the addition of electric vehicle charge points.
- The council has secured £100k funding to roll out 32 residential charging points across the borough. These will be low wattage / fast chargers, aimed at overnight charging. Having reviewed the best locations for these, and in line with the funding criteria, it has been agreed local community hubs, e.g., at shopping centres, would be the best locations. Looking ahead BFC will continue to help facilitate with the introduction of more EV charging points, working with the businesses to increase employee charge points and reacting to any future funding opportunities that could increase EV charging infrastructure on highway land.
- Public Health funding will count towards several projects that contribute towards mitigating climate change too. Additional funds will support an Eco Rewards behaviour change incentive scheme; a scheme to promote 'Get Green and Active' volunteering, and efforts to improve the health of some of our poorest residents through home improvement works.
- There is ongoing work to phase out conventional vehicles from the council's fleet and replace with electric vehicles. This ties in with longer term ambitions for both the Home to School transport fleet and our 3rd party contractor vehicles (waste/recycling; highway maintenance; street cleansing) too.
- Additional funding to support anti-idling project work will enable the purchase of further equipment to monitor levels of air quality. Licensing liaison Officers will also be attending taxi ranks and starting education around idling and idling enforcement. This programme will then expand further to known hot spot areas around the borough.
- Our Natural Estate officers are committed to protecting and improving habitats that mitigate the effects of climate change. Their aim is to target the provision of 20 hectares of publicly accessible greenspaces within 2km of every residence. Alongside this there is their ambition to improve green infrastructure through land management. They aim to link up 5 areas of urban ecological importance and to move to 60% of all farmland being managed with nature conservation aims.
- Our food waste collection scheme will start to expand to a further 20% of flats (up to 1,800 residences) in the Borough.
- Plans to alter the council's approach to grass verge maintenance will see grass areas surrounding trees left uncut through the growing season. These planned actions would help preserve the trees themselves, improve biodiversity, reduce rain run-off and protect wildlife species.

Investigations have begun into options for an electric vehicle charging hub sited on land owned by the Council on the London Road. This is in addition to a solar farm on the same site.

Comms work

A detailed communication plan has been developed and good progress has been made in profiling key programme successes. Climate change news stories have been published every two weeks since the start of May 2021. Over the course of the year a grand total of 110 climate change related articles were issued by the council. Links to some example stories are included here:

[Reducing idling cars in Bracknell Forest | Bracknell Forest Council \(bracknell-forest.gov.uk\)](https://www.bracknell-forest.gov.uk/news-releases/2021/11/23/reducing-idling-cars-in-bracknell-forest)

[Energy efficiency support for residents | Bracknell Forest Council \(bracknell-forest.gov.uk\)](https://www.bracknell-forest.gov.uk/news-releases/2021/11/23/energy-efficiency-support-for-residents)

[Eco Rewards scheme clocks up 100,000 green miles | Bracknell Forest Council \(bracknell-forest.gov.uk\)](https://www.bracknell-forest.gov.uk/news-releases/2021/11/23/eco-rewards-scheme-clocks-up-100000-green-miles)

Social media: Facebook, Twitter and Instagram, have been key communication channels. The council has over 13,000 followers on Facebook, so it is one of the most important platforms to put communication messages out through. This also has the benefit of being two-way communication, with posts generating much debate between the users and messages back to the council. The council also uses e-news letters, e.g., Parks & Countryside, Waste & Recycling, etc., in addition to Town and Country, as its other routes for messaging.

The climate change team's press releases have been used by the Bracknell News, and on local radio including BBC radio Berkshire. One particular highlight being a piece around one of our food recycling trucks being named "Dame Foodie Dench", prompting a video response from Dame Judi herself.

Local events like the Forest Giants have generated a real focus on the area and the council's work around climate change. We are therefore now exploring if additional budget for communications can be secured to extend the work to billboards, radio ads, leaflets, letter drops, etc.

Looking forward, the team will be exploring the most effective ways to communicate with schools more regularly, e.g., headteachers updates plus supporting a planned schools' climate change conference in May 2022. Also, more targeted messaging for groups like older residents, faith groups, etc. Our climate change Officer started producing weekly tips for residents for these different resident channels. The focus is on everyday things that residents can build into their routines, e.g., shorter showers, sustainable cooking, etc.

Internal communications are equally as important. Messages and articles have been put in the staff newspapers, Forest Views and Forest Views Extra helping to make the strategy more visible to all staff and councillors. There is also a Climate Change Yammer group through which all staff and councillors can post ideas or signpost others to articles of interest around climate change. Using the internal staff channels more, has opened up new internal debates around efficiencies that the council can make in its operations, such as staff talking about working from home in a more sustainable way, etc. Having now secured a regular slot in forest views for climate change content should mean that the council's priority in this area stays front and centre in staff's thinking and planning.

Wider Engagement

This report has already touched on the publicly open stance adopted by the Climate Change Advisory Panel with all sessions being recorded and available to watch via YouTube. The council aims to build on the success of these public engagement forums as it seeks to widen the opportunities for us to work in tandem with our local communities. The incoming climate change officer will focus on developing these opportunities over the next year.

In addition, there are plans during 2022/23 to engage more directly with our schools and young people. Recently, Bracknell Forest Council hosted a schools climate conference, featuring talks from Greenpeace and Chris Packham. The day consisted of inspiring presentations and workshop activities, in the hopes of empowering the local young people to become agents of change in combating climate change. There will be opportunities arising from the conference for the borough's climate change officer to engage with the schools' community to help inform a joined-up approach to communicating key messages around climate change mitigation.

A 2021 Bracknell Forest Council Business Survey was undertaken with over 500 local businesses primarily to understand the impact of COVID-19 and Brexit but it also asked for the views of local businesses around the green agenda. Among many outcomes the results (available on the [Bracknell Forest for Business](#) webpage) showed that just 51 per cent of businesses have the intention of being more environmentally friendly, just 12 per cent have set a specific target or aim to achieve net-zero and just five per cent have set a deadline to this commitment. This clearly demonstrates an opportunity for greater engagement and collaboration and is an area that the council is keen to develop in partnership with both large and small businesses over the next year. We are therefore planning to engage directly with the Bracknell Businesses Improvement District (BID) to identify ways in which we can better share knowledge, experiences, and successes.

Climate Change FAQ's

- What is the council doing with regards to home energy efficiency improvements?

Our proposed Local Plan (currently awaiting approval) proposes that all major new residential developments should be designed to achieve zero carbon homes, unless it can be clearly demonstrated that this is unviable. In which case, the development must achieve a minimum of a 19% improvement in the dwelling emission rate over the target emission rate, as defined in the 2013 Building Regulations.

New residential developments shall also meet a water efficiency standard of 110 Litres / person / day.

Non-residential developments shall meet at least BREEAM 'excellent' or equivalent standard.

Energy efficiency improvements to existing homes are targeted on a 'most in need' basis so that residents living in energy inefficient homes or those particularly vulnerable to the effects of the cold are most likely to benefit from funding support. We regularly bid for government funding to help address these needs.

- What types of local home and non-domestic energy efficiency can the council help and advise on?

Our proposed Local Plan makes it clear that developments for renewable and low carbon energy may include solar farms, wind turbines, biomass, district heating and combined heat and power (CHP) from renewable resources.

Residents can find materials to help and support them understand energy efficiency on our dedicated webpages [Renewable energy | Bracknell Forest Council \(bracknell-forest.gov.uk\)](#) (click link to see document).

- Do you have a policy on electric vehicle charging stations, locations and charging types?

The council's Transport team have produced an updated guide on its work around [EV infrastructure](#) (click link to see document).

- Please explain what you are doing to improve cycling and walking take-up?

The council already has a strategy to target active travel: [BFC Sustainable Modes Strategy](#) which contains both a - [Walking and Cycling Strategy](#); and a - [Public Transport Strategy](#); (click links to see documents).

- What are you doing to monitor your carbon footprint?

We use the Department for Business, Energy & Industrial Strategy (BEIS), annual CO2e emissions survey to measure our whole borough performance. The data for 2019 is the most recent such release and confirms that the Bracknell Forest area saw emissions reduce by 4% since 2018, and by a total of 41% since 2005. Between 2005 and 2019, the per capita rates of CO2e have reduced from 6.6 tonnes to 3.5 tonnes. Overall, the data shows the borough's CO2e reduced from 728.5 Kilotonnes to 426.1 Kilotonnes. Compared to other

local authorities in the South East of England, only Reading and Kent have reduced emissions by a higher percentage than Bracknell Forest over the 14 years.

- Can you make your climate change action plan SMARTer with objectives linked to ambitious but credible targets?

The council's Climate Change strategy is underpinned by an action plan covering about 46 projects. Each project has a climate change mitigation target and evaluation process. The strategy's effectiveness is measure in CO2e reductions, as measured in the BEIS annual CO2e emissions survey for the BFC borough area.

Quarterly Performance reports are presented to the Climate Change Advisory Panel, and updates are also published on our web pages for the public to review.

The individual targets within our climate change action plan have and continue to be reviewed and modified to better reflect SMART measures.

- What is the Council doing to reduce waste and what can we recycle?

We made changes to our waste and recycling services in March 2021 when we reduced the residual waste kerbside collections to once every three weeks whilst simultaneously introducing a weekly food waste collection. We have seen an increase in our recycling rates from 43% to 56% as a direct consequence of this action. In addition only 7% of all household waste now ends up as landfill.

For information on what can be recycled please check this link: [re3 re3cyclopedia \(fccenvironment.co.uk\)](https://www.re3re3cyclopedia.fccenvironment.co.uk)

- How are your policies helping to protect biodiversity?

The Council's new Local Plan includes Policy LP 46 Biodiversity which requires a minimum 10% biodiversity net gain from all new developments and a 20% net gain for specific developments. The same developments are also required to provide suitable ecological survey information (including for protected and priority species) prior to the determination of a planning application. In accordance with this policy, developments are expected to retain, protect, enhance and buffer ecological features and create new features where possible. They are also expected to avoid fragmentation of habitats and create coherent ecological networks.

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Our action towards net zero 2050

Converted all of our street lighting to LEDs



Improved our waste recycling rates from 43% to 56%

New interactive cycling route maps launched



Purchased 100% renewable electricity for supplying the council estate since April 2021



Secured Public Sector Decarbonisation funding to help us create heat decarbonisation plans for our property estate



35 EV charging points across borough currently with further 32 planned to be delivered shortly



New cycle crossings created in Binfield and Crowthorne.

Have improved the average energy rating across all borough homes to a

'C'



187,132 green miles logged on the EcoRewards active travel scheme in 21/22 with a calculated CO2 saving of 40.8 tonnes



Embedded climate change impacts within all council project decision reports

Have seen improvements in air quality measurements in both of our targeted areas – Crowthorne High Street and the A322/A329 link



Initiated a weekly household kerbside food waste collection diverting more than 6,000 tonnes away from landfill in the first year.



Supported more than 500 residents to help make their homes more energy efficient



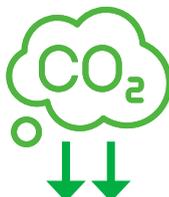
Planted almost 3,000 trees in the last year alone



Worked to align climate change ambitions within all Public Health policies

Reduced total waste going to landfill to just 7%

14% reduction in the Council's direct CO2e emissions in last 2 years



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TO: Council
13 July 2022

STANDARDS ANNUAL REPORT (Executive Director - Delivery - Legal)

1. PURPOSE OF REPORT

- 1.1 The attached report advises Council of activity within its Standards framework from 1 April 2021 to 31 March 2022.

2. RECOMMENDATIONS

That the Council **NOTES:**

- 2.1 The Standards outputs in 2021/22 as set out in this report

3. REASONS FOR RECOMMENDATIONS

- 3.1 To keep Council apprised on an annual basis of activity relating to its Standards Regime

4. SUPPORTING INFORMATION

- 4.1 The Standards Framework comprises a number of elements including the code of conduct for Councillors, rules around disclosure of interests, procedure for dealing with complaints and sanctions for breach. Until its dissolution in November 2016 responsibility for oversight of the Standards Framework vested in the Standards Committee. Subsequently this has transferred to the Governance & Audit Committee.
- 4.2 The attached report appraises the Council of Standards related activity from 1 April 2021 to 31 March 2022.

5. ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 5.1 The Borough Solicitor is the author of this report.

Director :Finance

- 5.2 There are no financial implications arising.

6. STRATEGIC RISK MANAGEMENT ISSUES

- 6.1 None.

Background Papers

None.

Contact for Further Information

Sanjay Prashar – Borough Solicitor – 01344 355679 Sanjay.Prashar@bracknell-forest.gov.uk

STANDARDS ANNUAL REPORT 2021/22

1. The Council's Standards Committee was dissolved in 2016 and its functions incorporated into the terms of reference of the Governance and Audit Committee.

Complaints

2. Under the current procedure for the handling of complaints alleging a breach of the Code of Conduct for Members, a complaint is first considered by the Monitoring Officer. The options available to the Monitoring Officer at that stage are:-
- refer for investigation
 - refer for some other form of action ("other action")
 - determine that no further action is required. ("no action")
3. If a complaint is referred for investigation the ensuing report is considered by the statutory Independent Person and the Monitoring Officer. At that stage the options are:-
- refer to a Code of Conduct Panel for consideration.
 - refer for resolution by some other form of action (e.g. if the investigation finds that there has been a breach and the Member agrees to apologise)
 - no further action required (investigation finds no breach which conclusion is agreed by the independent person and Monitoring Officer)
4. In the period between 1 April 2021 and 31 March 2022 the Monitoring Officer received **0** complaints alleging breaches of Codes of Conduct for Members. The grounds of each complaint and its outcome are set out in the table below.

Previous years data

Year	No. of Complaints	Upheld
2008/09	0	0
2009/10	6	2
2010/11	1	0
2011/12	2	0
2012/13	4	0
2013/14	6	0
2014/15	5	0
2015/16	2	0
2016/17	7	0
2017/18	6	0
2018/19	8	1
2019/20	7	0
2020/21	9	0

6. Whilst the adequacy of sanctions within the Standards regime continues to attract debate nationally there are currently no proposals flowing from Government to introduce further legislation.
7. It will be noted that one of the recommendations flowing from a report of the Committee for Standards in Public Life (CSPL) published in January 2019 was for the Local Government Association *“to create an updated model code of conduct, in consultation with representative bodies of councillors and officers of all tiers of local government.”*
8. The Governance & Audit Committee considered the Council’s existing Code in June 2019 pursuant to the recommendations of the CSPL and determined that no changes were necessary. A model Code was published by the LGA in late December 2020. It was left to individual Councils to determine whether to adopt it. The Council’s existing Code was therefore reviewed by the Code of Conduct Working Group in January 2022 in light of the publication of the Model Code. The Working Group determined that no substantive changes were required save for the following amendments.
 - The Code to be redrafted in the first person
 - The inclusion of reference to the Mayoral Charter (see below)
 - A link to the Model LGA Guidance to be referenced in the Code
9. The 2019 CSPL report also made a number of specific recommendations requiring legislation in order to be implemented at a local level. The government issued a belated response to the recommendations in early 2022. The response can be accessed via the following link. [Government response to the Committee on Standards in Public Life review of local government ethical standards \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/consultations/standards-in-public-life-review-of-local-government-ethical-standards) It will be noted that there are no immediate plans to introduce legislation to enact any of the CSPL recommendations though the government have agreed to keep some aspects under review.
10. It is commendable that for the first time since the current Code was introduced in 2012 that there have been no complaints issued. This may be partly attributable to limited interactions during the Covid pandemic. However data received from West Berkshire and Windsor and Maidenhead Councils indicate 32 and 39 complaints respectively during a comparable 12-month period. An alternative factor may have been the work of the Member Equalities Working Group which culminated in the establishment of a Mayors Charter to complement the Code by introducing minimum standards of behaviour expected of all Councillors at all times in addition to a set of associated recommendations. **(Appendix A)**
11. The existing Independent Person for complaints, Dr Louis Lee resigned from his role in May 2022. The Council is currently advertising for a replacement. An Independent Person is a statutory role whom the Monitoring Officer is required by law to consult with prior to making a determination on whether or not to investigate a complaint.

Councillors are reminded of their duties both in respect of the rules relating to the registration and disclosure of Interests set out in the Code of Conduct and their behavioural obligations under the Code.

Appendix A

BFC Mayor's Charter

Statement of minimum standards of behaviour expected from all Councillors at all times.

The Seven Principles of Public Life (the Nolan Principles) - selflessness, integrity, objectivity, accountability, openness, honesty, and leadership - have long been the basis for ensuring high standards in public life. These are the basis for the behaviours this Council and all its Councillors will adopt.

Our Councillors will:

- encourage and foster constructive democratic debate and tolerance of other points of view
- promote and defend the dignity of others, treating all with courtesy and respect
- not engage in bullying, harassment, or victimisation, nor unlawfully discriminate against another member or group
- challenge unacceptable behaviour whenever it occurs.

Any behaviour that falls short of that included in the above statement will be dealt with under the Council's Standards and Code of Conduct processes. If any breach appears to break the criminal law, it will be referred to the police.

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