



**EXECUTIVE
29 SEPTEMBER 2022
5.05 - 6.00 PM**

Present:

Councillors Bettison OBE (Chair), Dr Barnard (Vice-Chair), D Birch, Brunel-Walker, Harrison, Mrs Hayes MBE and Turrell

Present Virtually:

Councillor Heydon

Also Present:

Councillor Mrs McKenzie-Boyle

35. Declarations of Interest

Councillors Brunel-Walker and Heydon indicated that they would be declaring an interest in relation to agenda item 12.

36. Minutes

RESOLVED that the minutes of the meeting of the Executive on 19 July 2022 together with the accompanying decision records be confirmed as a correct record and signed by the Leader.

Executive Decisions

The Executive considered the reports submitted on the items listed below and the decisions taken are recorded in the decision sheets attached to these minutes and summarised below:

37. Integrated Enforcement Overview and Scrutiny Review

Councillor Mrs McKenzie-Boyle joined the Executive on behalf of Councillor Porter who had tendered his apologies, to present the Panel's findings.

RESOLVED that the Environment and Communities Overview & Scrutiny Panel's recommendations:

1. To introduce the Community Safety Accreditation Scheme (CSAS) as a new standard from January 2023:

- To provide appropriate officers with training, ensuring they become accredited.
- To encourage other appropriate officers to participate in becoming accredited where practical and where resource is available.

2. To introduce an allocation process where a team or officer is assigned as the lead for the duration of an enforcement case by November 2022.

3. To develop enforcement strategies encouraging greater collaboration across services and with partners, this being an ongoing process but with an update on its progress in 12 months' time, recognising that progress may be impacted by the outcomes of the Panel's upcoming review of the Council's enforcement strategies.
4. To run regular educational and awareness campaigns on enforcement policies and activities for residents, including information campaigns on the Community Safety Accreditation Scheme as it is introduced, with good enforcement being publicised and celebrated, particularly when it involves a joint working approach.

be accepted.

38. National Drug Strategy – From Harm to Hope

RESOLVED

- 1 That the geographical footprint of the Combatting Drugs Partnership be based on a Berkshire East Partnership due to the co-terminosity with the Integrated Care Partnership and Public Health functions.
- 2 That the appointment of Stuart Lines as the Senior Responsible Officer who will represent the Combatting Drugs Partnership and account for local delivery and performance to central government be endorsed.
- 3 That a temporary partnership post be developed to support the establishment of the Berkshire East Combatting Drugs Partnership, the development of the terms of reference, undertake a needs assessment for Berkshire East and develop a strategy on how the partnership will deliver against the priorities in the national drug strategy
- 4 That a Local Drug Strategy Delivery Partnership be established to oversee the delivery of the local drug strategy and report on progress to the Berkshire East Combatting Drugs Partnership.
- 5 That the Leader be requested to appoint the member representative to the Combatting Drugs Partnership.

39. Local Government and Social Care Ombudsman's Annual Letter

RESOLVED that the Local Government and Social Care Ombudsman's annual review letter 2022 be noted.

40. Quarter 1 Council Plan Overview Report

RESOLVED that the performance of the council over the period from April-June 2022 highlighted in the Council Plan Overview Report be noted.

41. Exclusion of Public and Press

RESOLVED that pursuant to Regulation 21 of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2000, members of the public and press be excluded from the meeting for the consideration of items 10-13 which involved the likely disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:

- (3) Information relating to the financial or business affairs of any particular person (including the authority).

Executive Decisions containing Exempt Information

The Executive considered the reports submitted on the items containing exempt information listed below and the decisions taken are recorded in the decision sheets attached to these minutes and summarised below:

42. Allocation of S106 Commuted Sum Monies (Bay House and Barn Close)

RESOLVED:

- 1 That spend of up to £500,000 to Silva Homes from the Section 106 affordable housing commuted fund be approved, to support the development of 51 additional social rented homes for households on the Council's housing register; and,
- 2 That payment YN654 (TRL) of £478,511.73 and part of payment YN717 (Christine Ingram Gardens) of £50,501 be approved to fund the proposed spend.

43. Lease of the unit in Princess Square for the Library

RESOLVED:

- 1 That the principle of relocating the library to Princess Square LSU 4, Bracknell to create a new library and cultural facility to complement the Deck scheme and facilitate future regeneration of the current library site be approved;
- 2 That the Council enters into the proposed heads of terms for a lease of this unit as set out in Appendix B of the Executive Director: Place, Planning & Regeneration's report, and delegates the completion of a lease arrangement to the Assistant Director: Property in consultation with the Executive Member for Transformation and Finance, subject to the Deck scheme being unconditionally committed to by Bracknell Regeneration Limited Partnership;
- 3 That the detailed design (from RIBA stage D) for a new library and cultural facility commence and a planning application to be funded from the Property Feasibility budget (YM378) be submitted once the heads of terms have been signed.

44. Greening Energy Use Reducing Energy Costs

RESOLVED that:

- 1 The invest to save bid of £785k, to implement a number of projects as shown in Appendix A of the Executive Director: Delivery's report, to help reduce the Council's energy costs and assist with the Council's carbon footprint with an aim to reach a target of carbon Net Zero by 2050 or earlier be approved.
- 2 That essential building repairs required to be completed prior to the energy saving works, at an approximate cost of £245k be approved, the cost of these works being funded from the 2022/23 capital planned maintenance budget

retention monies which would normally be carried forward into the next financial year.

45. Depot (surplus land) Exclusivity period extension

RESOLVED that the exclusivity period relating to surplus land at the central depot site initially granted by the Executive to the Bracknell Forest Cambium Partnership on 21 September 2021 be extended by a further 12 calendar months, beginning 1 October 2022.

NB: Councillors Brunel-Walker and Heydon declared affected interests being the Council's representatives on the Board of the Bracknell Forest Cambium Partnership and withdrew from the meeting.

46. Tim Wheadon

The Leader reminded the Executive that this was Chief Executive Tim Wheadon's last meeting before his retirement. He thanked Mr Wheadon for the guidance, support and leadership he had given the Council. He said that he had been an exemplary Chief Executive. He wished Mr Wheadon a long happy and healthy retirement and called on colleagues to give Mr Wheadon a vote of thanks.

The Executive unanimously offered Mr Wheadon its thanks.

CHAIRMAN

Minute Annex

Bracknell Forest Council Record of Decision

Work Programme Reference	I105207
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1. **TITLE:** Overview and Scrutiny Review of Integrated Enforcement
2. **SERVICE AREA:** Delivery
3. **PURPOSE OF DECISION**

To consider the recommendations from the review into Integrated Enforcement. The review will explore alternative service delivery models for enforcement which can consistently and effectively improve enforcement services in Bracknell Forest, but also be flexible enough to respond to emerging concerns.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Environment and Communities Overview & Scrutiny Panel's recommendations:

1. To introduce the Community Safety Accreditation Scheme (CSAS) as a new standard from January 2023:
 - To provide appropriate officers with training, ensuring they become accredited.
 - To encourage other appropriate officers to participate in becoming accredited where practical and where resource is available.
2. To introduce an allocation process where a team or officer is assigned as the lead for the duration of an enforcement case by November 2022.
3. To develop enforcement strategies encouraging greater collaboration across services and with partners, this being an ongoing process but with an update on its progress in 12 months' time, recognising that progress may be impacted by the outcomes of the Panel's upcoming review of the Council's enforcement strategies.
4. To run regular educational and awareness campaigns on enforcement policies and activities for residents, including information campaigns on the Community Safety Accreditation Scheme as it is introduced, with good enforcement being publicised and celebrated, particularly when it involves a joint working approach.

be accepted.

7. **REASON FOR DECISION**

The Overview and Scrutiny Commission has endorsed the review recommendations, taking into account the review report and the views of the Statutory Scrutiny Officer.

8. ALTERNATIVE OPTIONS CONSIDERED

To agree the recommendations in part, to ask for further work to be undertaken or simply to note the Panel report.

9. DOCUMENT CONSIDERED: Report of the Executive Director: Delivery

10. DECLARED CONFLICTS OF INTEREST: None.

Date Decision Made	Final Day of Call-in Period
29 September 2022	6 October 2022

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I108657
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1. **TITLE:** National Drug Strategy – From Harm to Hope
2. **SERVICE AREA:** People
3. **PURPOSE OF DECISION**

The National Drug Strategy From Harm to Hope was published in December 2021. In June 2022 guidance for local delivery partners was published which included a requirement for a new Combating Drugs Partnership to be established to ensure that local areas meet all of the requirements set out in the strategy. The purpose of this report is to ensure that the Executive are in agreement that a Berkshire East Combating Drugs is established.

- 4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- 1 That the geographical footprint of the Combating Drugs Partnership be based on a Berkshire East Partnership due to the co-terminosity with the Integrated Care Partnership and Public Health functions.
- 2 That the appointment of Stuart Lines as the Senior Responsible Officer who will represent the Combating Drugs Partnership and account for local delivery and performance to central government be endorsed.
- 3 That a temporary partnership post be developed to support the establishment of the Berkshire East Combating Drugs Partnership, the development of the terms of reference, undertake a needs assessment for Berkshire East and develop a strategy on how the partnership will deliver against the priorities in the national drug strategy
- 4 That a Local Drug Strategy Delivery Partnership be established to oversee the delivery of the local drug strategy and report on progress to the Berkshire East Combating Drugs Partnership.
- 5 That the Leader be requested to appoint the member representative to the Combating Drugs Partnership.

7. **REASON FOR DECISION**

The strategy requires local areas in England to have a strong partnership that brings together all the relevant organisations and key individuals. The Combating Drugs Partnership will be responsible for reporting directly into central government and will have an appointed Senior Responsible Officer.

Whilst the Combating Drugs Partnership will be responsible for overseeing delivery against the priorities of the drug strategy, it will not be a decision making partnership. A local

delivery partnership that can fulfil that role and report progress to the Berkshire East Combatting Drugs Partnership will also be required.

8. ALTERNATIVE OPTIONS CONSIDERED

The Guidance for local delivery partners make it clear that an entirely new Combatting Drugs Partnership needs to be established in local areas so there are no alternatives to consider.

9. DOCUMENT CONSIDERED: Report of the Executive Director: People

10. DECLARED CONFLICTS OF INTEREST: None.

Date Decision Made	Final Day of Call-in Period
29 September 2022	6 October 2022

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I108521
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1. **TITLE:** Local Government and Social Care Ombudsman's Annual Letter
2. **SERVICE AREA:** Chief Executive's Office
3. **PURPOSE OF DECISION**

To provide the Executive with a summary and the context for the Local Government and Social Care Ombudsman's (LGSCO) annual review letter.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Local Government and Social Care Ombudsman's annual review letter 2022 be noted.

7. **REASON FOR DECISION**

The annual review letter provides the council with information to help assess the Council's performance in handling complaints.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None considered.

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

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

Date Decision Made	Final Day of Call-in Period
29 September 2022	6 October 2022

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**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I108318
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1. **TITLE:** Quarter 1 Council Plan Overview Report
2. **SERVICE AREA:** Chief Executive's Office
3. **PURPOSE OF DECISION**

To update the Executive on the progress made to deliver the council plan objectives.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the performance of the council over the period from April-June 2022 highlighted in the Council Plan Overview Report be noted.

7. **REASON FOR DECISION**

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

8. **ALTERNATIVE OPTIONS CONSIDERED**

None.

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

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

Date Decision Made	Final Day of Call-in Period
29 September 2022	6 October 2022

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Minute Annex

Bracknell Forest Council Record of Decision

Work Programme Reference	I108117
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1. **TITLE:** Allocation of S106 Commuted Sum Monies (Bay House and Barn Close)
2. **SERVICE AREA:** People
3. **PURPOSE OF DECISION**

To approve the spend of secured Section 106 affordable housing commuted funds to support the redevelopment of two Silva Homes sites to create 51 additional social rented homes for applicants on the Council's housing register.

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive
6. **DECISION:**
 - 1 That spend of up to £500,000 to Silva Homes from the Section 106 affordable housing commuted fund be approved, to support the development of 51 additional social rented homes for households on the Council's housing register; and,
 - 2 That payment YN654 (TRL) of £478,511.73 and part of payment YN717 (Christine Ingram Gardens) of £50,501 be approved to fund the proposed spend.

7. **REASON FOR DECISION**

There is a shortfall in all types of affordable homes for rent to meet the needs of households on the housing register. This proposal by Silva Homes will provide an additional 51 one- and two-bedroom social rented homes. The Council's contribution will help meet a shortfall in funding for the proposal and, more importantly, unlock a much larger sum of grant funding provisionally agreed by Homes England.

The Council holds over £3,845,921.96 of uncommitted Section 106 affordable housing contributions. £529,012.73 of this amount is restricted to funding Registered Provider affordable housing (i.e. it cannot be used to fund Council-led development or acquisitions).

Without the financial support of the Council and Homes England, it would not be possible for Silva Homes to proceed with the proposed development. Social rents are significantly lower than affordable rents at 80% of the local market rent and much higher levels of grant/subsidy are needed to make them viable. Without the Council's funding, the scheme would incur financial losses and Silva Homes would need to pursue alternative options involving a reduction in social rented homes and a switch towards more shared ownership homes.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Section 106 funding proposed for this development can only be used for Registered Provider development. There are currently no alternative options for the use of this 'restricted' funding.

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: People

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

Date Decision Made	Final Day of Call-in Period
29 September 2022	6 October 2022

Bracknell Forest Council
Record of Decision

Work Programme Reference	I108001
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1. **TITLE:** Lease of the unit in Princess Square for the Library

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

3. **PURPOSE OF DECISION**

The provision of a new library and cultural hub in Bracknell town centre

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- 1 That the principle of relocating the library to Princess Square LSU 4, Bracknell to create a new library and cultural facility to complement the Deck scheme and facilitate future regeneration of the current library site be approved;
- 2 That the Council enters into the proposed heads of terms for a lease of this unit as set out in Appendix B of the Executive Director: Place, Planning & Regeneration's report, and delegates the completion of a lease arrangement to the Assistant Director: Property in consultation with the Executive Member for Transformation and Finance, subject to the Deck scheme being unconditionally committed to by Bracknell Regeneration Limited Partnership;
- 3 That the detailed design (from RIBA stage D) for a new library and cultural facility commence and a planning application to be funded from the Property Feasibility budget (YM378) be submitted once the heads of terms have been signed.

7. **REASON FOR DECISION**

The creation of a new library and cultural facility located within the Princess Square Shopping Centre and adjacent to the Deck scheme will enable the Council to deliver services and wider community benefits which it is currently unable to do, it will also act as a cultural anchor to both the Deck and Princes Square. This will also support the Council's commitment to the economic prosperity of the borough with the addition of enhanced cultural and performance space currently not provided for in the town centre. The relocation of the library supports the future redevelopment of the Civic Quarter as set out in the Council's submission version the Bracknell Forest Local Plan.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The option not to secure these premises at this time would significantly limit the opportunities open to the Council to relocate the library and in turn support the future development of the town centre would potentially undermine the longer term economic and social wellbeing of the borough. Alternative locations for the library are very limited given the particular locational and connectivity needs for the library and its users.

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: Place, Planning & Regeneration

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

Date Decision Made	Final Day of Call-in Period
29 September 2022	6 October 2022

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I108903
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1. **TITLE:** Greening Energy Use Reducing Energy Costs

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To seek approval for funding a programme of energy greening initiatives across the Borough

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- 1 The invest to save bid of £785k, to implement a number of projects as shown in Appendix A of the Executive Director: Delivery's report, to help reduce the Council's energy costs and assist with the Council's carbon footprint with an aim to reach a target of carbon Net Zero by 2050 or earlier be approved.
- 2 That essential building repairs required to be completed prior to the energy saving works, at an approximate cost of £245k be approved, the cost of these works being funded from the 2022/23 capital planned maintenance budget retention monies which would normally be carried forward into the next financial year.

7. **REASON FOR DECISION**

The council's climate change strategy seeks to reduce the carbon footprint of the borough to net zero by 2050. The council must set the example for other commercial property owners in the minimisation of energy usage. With current cost uncertainty increasing, the council needs to consider options to mitigate this financial pressure, and the changed economics of a rising energy market. It is therefore seen to be prudent to bring forward options for invest to save projects and funding for enabling projects to reduce the council's consumption of energy, carbon emissions and revenue spend. The capital funding is a one-off cost which has an immediate impact in reducing energy costs.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The current energy procurement framework with Crown Commercial Services (CCS) expires on 31 March 2025. The Council is unable to change to another framework contract until after this date to consider options to reduce utility costs. The greening of the national grid could address carbon reduction targets but not the need to reduce the energy the Council consumes or provide the template that others could follow. So, the wait and see approach was rejected as not addressing all of the strategic aims of the council.

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: Delivery

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

Date Decision Made	Final Day of Call-in Period
29 September 2022	6 October 2022

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I108640
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1. **TITLE:** Depot (surplus land) Exclusivity period extension

2. **SERVICE AREA:** Resources

3. PURPOSE OF DECISION

Recommendation to extend the exclusivity period granted to Bracknell Forest Cambium Partnership for surplus land at the Depot site

4 **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. DECISION:

The exclusivity period relating to surplus land at the central depot site initially granted by the Executive to the Bracknell Forest Cambium Partnership on 21 September 2021 be extended by a further 12 calendar months, beginning 1 October 2022.

7. REASON FOR DECISION

The impact of inflationary pressures and uncertainty on build costs and construction pressures have slowed the process of developing a feasible plan to bring to the Council for consideration.

These extraordinary pressures have impacted on the Joint Venture being able to reach a stage at which it is relatively confident, in the face of market cost uncertainty, to present the Council a viable and considered development plan for the site (Initial Site Development Plan). The extra time requested will allow the Joint Venture to collate all information required for the Council to be able to reach an informed decision on the development plan.

8. ALTERNATIVE OPTIONS CONSIDERED

The surplus land could remain un-developed for the foreseeable future, although this would not satisfy the Council's agreed strategic objective of progressing regeneration schemes in and around Bracknell town centre.

The surplus land could be offered for open market sale from 1 October 2022 and conditional offers would likely be received. However, given current inflationary pressures on build costs and general market uncertainty, it is unlikely that maximum value from the site including additional affordable housing would be secured at this time and the council may be minded to delay placing it on the open market until the market settles down.

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: Resources

10. **DECLARED CONFLICTS OF INTEREST:** Councillors Brunel-Walker and Heydon declared affected interests being the

Council's representatives on the
Bracknell Forest Cambium Partnership.

Date Decision Made	Final Day of Call-in Period
29 September 2022	6 October 2022