

**EXECUTIVE  
18 JULY 2023  
5.30 - 6.08 PM**



**Present:**

Councillors Temperton (Chair), Neil (Vice-Chair), Gillbe, Purnell and Wright

**Present Virtually:**

Councillors Bidwell and Jefferies

**Apologies for absence were received from:**

Councillors Bailey

**10. Declarations of Interest**

Councillors Bidwell and Neil declared affected interests in relation to item 8 being the Council's representatives on the Board overseeing the joint venture and would leave the meeting for the item.

**11. Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 20 June 2023 together with the accompanying decision records be confirmed as a correct record.

**12. Urgent Items of Business**

There were no urgent items of business.

**Executive Decisions and Decision Records**

The Executive considered the following items. The decisions are recorded in the decision sheets attached to these minutes and summarised below:

**13. Revenue Expenditure Outturn 2022/23**

**RESOLVED** that the Executive:

- i. Notes the outturn expenditure for 2022/23, subject to audit, of £87.606m, which represents an under spend of -£0.506m compared with the approved budget.
- ii. Approves the budget carry forward of £0.036m (see paragraph 5.8).
- iii. **RECOMMENDS** that Council note the Treasury Management performance in 2022/23 as set out in Annexe B.
- iv. Approves the earmarked reserves as set out in Annexe C.
- v. Approves the virements relating to the 2022/23 budget (see Annexe D).

**14. Capital Expenditure Outturn 2022/23**

**RESOLVED** that the Executive:

- i. Notes the outturn capital expenditure as outlined in Table 1 and detailed in Annex A.
- ii. Approves the carry forward of £34.114m from the 2022/23 capital programme to 2023/24 including those specific schemes listed in Annexe B.
- iii. Notes the financing of capital expenditure as shown in Table 2.
- iv. Notes the 2023/24 Budget amendments identified in para 5.10 relating to the Joint Venture
- v. Approves the supplementary capital approval of £0.081m for the increased costs associated with the Berkshire Records Office as outlined in para 5.11.
- vi. Approves the virements requested in para 5.13.

15. **High Street Multi Storey Car Park - Condition Survey**

**RESOLVED** that:

- i. The High Street Car Park be closed at the end of October 2023, following the recommendation made by Structural Engineers.
- ii. The Assistant Director, Property engages with stakeholders affected which includes the commercial unit tenants (9), Council staff, season ticket holders, Town Centre partners and other parties that have an interest to ensure the implications of this decision are understood.
- iii. Savings that will be realised in expenditure budgets in the current year from the midyear closure be used to fund decommissioning work including erecting hoarding, securing the site, and commissioning pre and post decommissioning structural surveys.
- iv. The High Street Car Park site be added to the Bracknell Town Centre Southern Gateway site masterplan area. Outline plans for which will be presented for consideration to the Executive in Autumn 2023.

16. **Joint Venture Progress**

**RESOLVED** that

- i. The Executive confirms its continuing support for the Market Street development and agrees proposed changes to the Council's previously agreed position as set out in paragraphs 1.4.1 – 1.4.4 of the confidential Appendix A, including notably:
  - Supporting a 10% increase to the Council's 50% contribution to the development costs, reflecting increased construction costs and rephrasing of expenditure, noting that this has no impact on the Council's financial position due to the loan note mechanism in the Bracknell Forest Cambium Partnership legal agreements;

- Delegating authority to the Assistant Director: Contract Services to enter into an agreement with the Bracknell Forest Cambium Partnership for required off-site car park provision.
- ii. The Executive, looking ahead to future town centre development, requests the Executive Director for Place, Planning and Regeneration to review the Council's current town centre parking standards and identify a range of future options to reduce reliance on car usage and promote the use of more sustainable public and private transport solutions that align with the Council's climate change ambitions for the Council itself and the Borough of Bracknell Forest.

17. **Supported Living - Strategic Procurement Plan**

**RESOLVED** that

- i. The Executive approve the Strategic Procurement Plan for procuring an "Independence Support & Supported Living" service through a flexible framework under the Light Touch Regime as detailed in the Strategic Procurement Plan.
- ii. The Executive delegate authority for the Supported Living Flexible Framework award decision to the Executive Director, People, following consultation with the Executive Member for Adult Services, Health and Housing.

**CHAIRMAN**

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## Bracknell Forest Council Record of Decision

<b>Work Programme Reference</b>	<b>I114069</b>
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1. **TITLE:** Revenue Expenditure Outturn 2022/23

2. **SERVICE AREA:** Resources

3. **PURPOSE OF DECISION**

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

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

**RESOLVED** that the Executive:

- i. Notes the outturn expenditure for 2022/23, subject to audit, of £87.606m, which represents an under spend of -£0.506m compared with the approved budget.
- ii. Approves the budget carry forward of £0.036m (see paragraph 5.8).
- iii. **RECOMMENDS** that Council note the Treasury Management performance in 2022/23 as set out in Annexe B.
- iv. Approves the earmarked reserves as set out in Annexe C.
- v. Approves the virements relating to the 2022/23 budget (see Annexe D).

7. **REASON FOR DECISION**

The recommendations are intended to inform the Executive of financial performance against budget in the 2022/23 financial year.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The report sets out the Council's actual financial performance in 2022/23 and the consideration of options is not therefore appropriate.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
18 July 2023	25 July 2023

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**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I114134</b>
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1. **TITLE:** Capital Expenditure Outturn 2022/23

2. **SERVICE AREA:** Resources

3. **PURPOSE OF DECISION**

To note the outturn position for the year and approve carry forward requests.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i. Notes the outturn capital expenditure as outlined in Table 1 and detailed in Annex A.
- ii. Approves the carry forward of £34.114m from the 2022/23 capital programme to 2023/24 including those specific schemes listed in Annexe B.
- iii. Notes the financing of capital expenditure as shown in Table 2.
- iv. Notes the 2023/24 Budget amendments identified in para 5.10 relating to the Joint Venture
- v. Approves the supplementary capital approval of £0.081m for the increased costs associated with the Berkshire Records Office as outlined in para 5.11.
- vi. Approves the virements requested in para 5.13.

7. **REASON FOR DECISION**

The reasons for the recommendations are detailed within the report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
18 July 2023	25 July 2023

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**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I115372</b>
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1. **TITLE:** High Street Multi Storey Car Park - Condition Survey

2. **SERVICE AREA:** Delivery

3. **PURPOSE OF DECISION**

To provide an update summarising the findings of a condition survey and agree the action plan

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i. The High Street Car Park be closed at the end of October 2023, following the recommendation made by Structural Engineers.
- ii. The Assistant Director, Property engages with stakeholders affected which includes the commercial unit tenants (9), Council staff, season ticket holders, Town Centre partners and other parties that have an interest to ensure the implications of this decision are understood.
- iii. Savings that will be realised in expenditure budgets in the current year from the midyear closure be used to fund decommissioning work including erecting hoarding, securing the site, and commissioning pre and post decommissioning structural surveys.
- iv. The High Street Car Park site be added to the Bracknell Town Centre Southern Gateway site masterplan area. Outline plans for which will be presented for consideration to the Executive in Autumn 2023.

7. **REASON FOR DECISION**

The Council's structural engineers, advised the council in December 2022 to reduce the number of available spaces in the High Street Car Park by closing every 3rd parking space, which was implemented. A further structural survey was commissioned and undertaken by the structural engineers in May 2023, which with a recommendation that the car park be closed no later than December 2023, as it has reached the end of its design life.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The structural engineers report sets out a number of options that could be pursued. The only viable alternative presented was that loading (usage) of the site could be further reduced from 60% of bays available to 30%. This could extend the life beyond the December 2023 date. However, an increase regime of monitoring would

be needed to offset the increasing risk of structural failure. This was therefore rejected as an option.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
18 July 2023	25 July 2023

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I115041</b>
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1. **TITLE:** Joint Venture Progress

2. **SERVICE AREA:** Resources

3. **PURPOSE OF DECISION**

To note progress and to consider any decisions required

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i. The Executive confirms its continuing support for the Market Street development and agrees proposed changes to the Council's previously agreed position as set out in paragraphs 1.4.1 – 1.4.4 of the confidential Appendix A, including notably:
  - Supporting a 10% increase to the Council's 50% contribution to the development costs, reflecting increased construction costs and rephasing of expenditure, noting that this has no impact on the Council's financial position due to the loan note mechanism in the Bracknell Forest Cambium Partnership legal agreements;
  - Delegating authority to the Assistant Director: Contract Services to enter into an agreement with the Bracknell Forest Cambium Partnership for required off-site car park provision.
- ii. The Executive, looking ahead to future town centre development, requests the Executive Director for Place, Planning and Regeneration to review the Council's current town centre parking standards and identify a range of future options to reduce reliance on car usage and promote the use of more sustainable public and private transport solutions that align with the Council's climate change ambitions for the Council itself and the Borough of Bracknell Forest.

7. **REASON FOR DECISION**

The proposed changes to the previously agreed approach to the Market Street site, being developed through the Bracknell Forest Cambium Partnership, respond to the development's overall viability challenges and provide the best solution to ensure the Council's previously agreed outcomes of additional affordable housing are delivered.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Council could withdraw its support for the scheme at this stage. This is not recommended, as the Council would become liable for 50% of costs incurred on the

scheme to date and delivery of a significant number of new homes, 48% of which would be affordable, would be lost. The Market Street site has remained in its undeveloped state for over 20 years, which reflects the difficulty in bringing it forward for development. In this context, it is unlikely to attract significant alternative market interest and would remain derelict for the foreseeable future, should the proposed scheme not be progressed.

9. **DOCUMENT CONSIDERED:** Report of the Executive Director: Resources
10. **DECLARED CONFLICTS OF INTEREST:** Councillors Bidwell and Neil declared affected interests in relation to item 8 being the Council's representatives on the Board overseeing the joint venture and would leave the meeting for the item.

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
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**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I114584</b>
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1. **TITLE:** Supported Living - Strategic Procurement Plan

2. **SERVICE AREA:** People

3. **PURPOSE OF DECISION**

Strategic Procurement Plan outlining new framework and approach for commissioning Supported Living services for individuals with Learning Disabilities and Autism.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

- i. The Executive approve the Strategic Procurement Plan for procuring an “Independence Support & Supported Living” service through a flexible framework under the Light Touch Regime as detailed in the Strategic Procurement Plan.
- ii. The Executive delegate authority for the Supported Living Flexible Framework award decision to the Executive Director, People, following consultation with the Executive Member for Adult Services, Health and Housing.

7. **REASON FOR DECISION**

- i. The procurement will ensure the council meets its statutory duties of The Care Act 2014 which sets out clear expectations for local authorities, including:
  - ensuring that people in need of services have a wide range of choice and are supported and encouraged to make their own decisions about their care
  - ensuring sustainability of the market and sufficiency of provision
  - ensuring appropriate oversight of delivery and the accountability of providers
- ii. A Flexible Framework ensures a compliant approach to contracting with supported living providers. The Framework will provide an overarching specification with required standards and outcomes to be met. This will provide a consistent approach to contract monitoring and quality assurance.
- iii. A Flexible Framework allows a fair, transparent, and consistent approach to sourcing provision. All providers that are successful in their bid to join the Framework will be able to bid for individual packages with a robust, transparent call-off process in place, ensuring good outcomes and value for money.
- iv. A Flexible Framework allows the council to specify a pricing structure as part of the tender process. This will facilitate a fair and transparent approach to pricing and once fully mobilised will enable the council greater control of costs and ability to forecast

spend.

- v. The Framework Lots will each set out clear criteria and requirements for the support provision. This helps to set expectations for each type of service both in terms of activity and cost.
- vi. Extensive benchmarking, cost analysis and modelling has been undertaken to establish the pricing strategy for the Framework. Providers will be required

8. **ALTERNATIVE OPTIONS CONSIDERED**

As Detailed in the Strategic Procurement Plan

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
18 July 2023	25 July 2023