

Notice of Meeting

Council

Councillor Ejaz (Mayor)
Councillor Penfold (Deputy Mayor)
Councillors Allen, Bailey, Barnard, Bidwell, Brown, Cochrane, Collings, C Eberle, T Eberle, Egglestone, M Forster, S Forster, Frewer, Frost, Gaw, Gillbe, Haffegée, Harrison, Hayes MBE, Jefferies, Karim, McKenzie-Boyle, McLean, Mossom, Neil, O'Regan, Pickering, Purnell, Robertson, Smith, Temperton, C Thompson, P Thompson, Virgo, Watts, Webb, Welch, Wright and Zahuruddin



Wednesday 13 September 2023, 7.30 pm
Time Square, Market Street, Bracknell, RG12 1JD

Susan Halliwell
Chief Executive

Agenda

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

Item	Description	Page
1.	Apologies for Absence	
2.	Minutes of Previous Meeting	5 - 16
	<p>To approve as a correct record the minutes of the meeting of the Council held on 12 July 2023.</p> <p>A letter from the Chair of the Overview & Scrutiny Commission is included in the agenda advising the council of the outcome of the Commission's deliberation on the referral of motion 03/2023 at the previous council meeting.</p>	
3.	Declarations of Interest	
	<p>Members are asked to declare any disclosable pecuniary or affected interests in respect of any matter to be considered at this meeting.</p> <p>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.</p> <p>Any Member with an affected Interest in a matter must disclose the interest to 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.</p>	
4.	Mayor's Announcements	

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5.	Executive Report	17 - 20
	<p>To receive the Leader's report on the work of the Executive since the Council meeting held on 12 July 2023.</p> <p>Council is asked to resolve a recommendation in respect of:</p> <ul style="list-style-type: none"> • Revenue Expenditure Outturn 	
6.	Standards Annual Report	21 - 28
	To note the Standards outputs in 2022/23.	
7.	Climate Change Progress Report	29 - 102
	To note the progress made by the Council in relation to its Climate Change Strategy and detailed in the Annual Report.	
8.	Appointment to Committees and Council Meeting Dates	103 - 110
	To approve the appointment of councillors to vacant seats on committees and to approve a change to the 2023/2024 meetings schedule.	
9.	Questions Submitted Under Council Procedure Rule 10	
	<p>(i) <u>By Councillor Harrison to Councillor Purnell, Executive Member for the Environment and Community Cohesion</u></p> <p>Would the Executive member responsible for liaison with community groups please update the Council on what they have done to ensure a viable future for the Jealotts Hill Community Landshare?</p> <p>(ii) <u>By Councillor Virgo to Councillor Wright, Executive Member for Adult Services, Health and Housing</u></p> <p>Our sexual health provision is at crisis point. What urgent action will be taken to make it fit for purpose in our expanding town?</p> <p>(iii) <u>By Councillor P Thompson to Councillor Gillbe, Executive Member for Planning and Transport</u></p> <p>Can the Executive Member give an update on this Council's plans for this autumn, 2023, to repair the many potholes in public roads in Bracknell Forest Borough Council area [which are of great concern to many residents] and report to Council, each year, before winter?</p>	
10.	Motions Submitted Under Council Procedure Rule 11	
	<p><u>Motion 05/2023 moved by Councillor Temperton and seconded by Councillor Haffegee</u></p> <p>This Council declares a Climate and Biodiversity Emergency.</p>	

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	<p>To that end, this Council invites the Executive to;</p> <ol style="list-style-type: none"> i. Resolve to review, broaden and accelerate its Climate Change Strategy, and to commit to achieve net-zero CO2 emissions as close to 2030 as possible. ii. Co-produce with the community a Community Climate Emergency Strategy, with the aim of making the wider Bracknell Forest area net-zero as close to 2030 as possible. iii. Explore the feasibility of raising a Bracknell Forest Local Climate Bond to support decarbonisation projects throughout the Borough. iv. Revise the Biodiversity Action Plan to include audits of the State of Nature in the Borough and to highlight local biodiversity threats due to the Climate Change. Reports of these will be presented annually. Any expected ecological impacts will also be added to Executive and Council reports. <p><u>Motion 06/2023 moved by Councillor Smith and seconded by Councillor C Eberle</u></p> <p>This Council recognises that it has some way to go in achieving its published values, particularly in terms of inclusivity, engaging with residents, and involving residents in important policy decisions. Council requests the Executive to report at a future meeting on efforts to enhance resident engagement, including practical measures aimed at improving working arrangements so as to give residents a stronger, genuine voice in the Council's business.</p> <p><u>Motion 07/2023 moved by Councillor Barnard and seconded by Councillor McLean</u></p> <p>The Council continues to recognise and promote the vital importance of good emotional health and well-being for our residents, particularly but not exclusively for younger people, and commits to working with partner organisations and local communities to further improve awareness of advice, support and opportunities available to all to support this aim.</p> <p>Furthermore, the council will work to ensure that promoting positive emotional well-being and mental health will underpin the objectives of the new Council Plan.</p>	
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Published: 5 September 2023

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COUNCIL
12 JULY 2023
7.30 - 9.49 PM



Present:

Councillors Ejaz (Mayor), Penfold (Deputy Mayor), Allen, Bailey, Barnard, Bidwell, Brown, Cochrane, Collings, C Eberle, T Eberle, Egglestone, M Forster, S Forster, Frewer, Frost, Gaw, Gillbe, Haffegge, Harrison, Hayes MBE, Jefferies, McKenzie-Boyle, Mossom, Neil, O'Regan, Pickering, Purnell, Robertson, Smith, Temperton, C Thompson, P Thompson, Virgo, Watts, Webb, Wright and Zahuruddin

Present Virtually:

Councillors Karim

Apologies for absence were received from:

Councillors McLean and Welch

12. Minutes of Previous Meeting

It was noted that there was an error in the minutes that referred to King Charles II rather than King Charles III, this would be amended.

RESOLVED that, subject to the above amendment, the minutes of the Annual Council meeting held on 24 May 2023 be approved and signed by the Mayor as a correct record.

13. Declarations of Interest

Councillor Christoph Eberle declared an Affected Interest in agenda item 7, as he was employed by a company that sometimes delivered engineering services to Thames Water.

14. Mayor's Announcements

The Mayor gave an overview on her past seven weeks since being made Mayor, which had been a privilege and a pleasure.

As promised, the Mayor had attended as many events, local charity events and AGMs as possible, such as:

Visiting the Fire and Rescue Services in Newbury which, who did such a valuable wonderful job and couldn't be commended enough.

Locally in Bracknell Forest, HomeStart Charity had their 30th birthday, a charity who had previously helped the Mayor and a fellow Councillor, which brought the message home how everyone was in need of help from time to time. They were a wonderful organisation working in Bracknell Forest, with an army of volunteers from the community who were there to help and support when required.

The Mayor had attended Newbold College graduation, a Christian Ministry college who's education was based on Christian teaching which had been a wonderful and beautiful experience as a Muslim Mayor.

Citizenship ceremonies had been another very valuable service that the Mayor had gotten to be involved in, and during a recent ceremony thirteen different nationalities had come together to accept their British Citizenship and making Britain, and Bracknell Forest, their home.

The recent Cultures and Communities Day held by Bracknell Forest Council had been a commendable effort to bring so many communities of Bracknell Forest together through food, music and dance.

The Mayor stated that so far she had attended twenty five events with three more to attend before the end of July and had been supported by Councillors Pickering and Watts.

15. **Executive Report**

The Leader of the Council, Councillor Temperton, presented the report on the work of the Executive since that reported at the Council meeting on 19 April 2023. The Executive had met once on the 20 June 2023.

The Leader highlighted the following matters that had been considered:

Culture, Delivery and Public Protection | Part Refurbishment of Bracknell Leisure Centre

- Additional investment into Bracknell Leisure Centre, combining borrowing and the release of section 106 funding as outlined in option 2 of the paper was agreed.
- Bracknell Leisure Centre was a strategic council asset and was at the core of providing sporting and leisure opportunities for the borough's residents and visitors delivered by Everyone Active.
- Investment into the service offer was critical if it was to remain relevant, up-to-date and attractive to existing and potential visitors.

Councillor Harrison asked what the plans were regarding consulting the Bracknell Forest residents on spending money on the leisure facilities. Councillor Jefferies, Executive Member for Culture, Delivery and Public, responded that the first stage of the process would focus on the existing structure, but a Sport and Leisure Strategy would be brought forward to look at a replacement of the current leisure centre.

Children, Young People & Learning | SEND Strategy 2023-2025

- Progress made on implementing the SEND written statement of action to improve services to children and families had been noted.
- The council had secured £1m through the Government's Delivering Better Value in SEND programme and secured DfE commitment to build a new specialist Autistic Spectrum Disorder (ASD) special school in the borough.
- The release of £350,000 from the council's corporate contingency, included in the 2023/24 budget, had been approved to fund additional short-term staffing capacity within the SEND team.

Councillor Barnard asked about the welcome investment of the £350,000 from the council's corporate contingency for short term recruitment in SEN and whether

recruitment of the right people for these roles would be possible, as he had recently attended a conference where there had been issues raised about recruitment of specialists in these areas. Councillor Temperton, Leader of the Council, responded that the Council were already out to recruit in these areas, and it was looking positive.

The Executive Director: People, Grainne Siggins, would provide a detailed response on the recruitment outside of the meeting.

Councillor Temperton also confirmed that progress would be reported in the quarterly reports, which would now be going to the Overview and Scrutiny Commission ahead of Executive for the first time ever.

Council Strategy and Climate Change | Financial Hardship Action Plan Update

- Initiatives to address the local cost of living challenges to be delivered over the next 100 days had been endorsed and accelerated.
- The existing Financial Hardship Action Plan would be reviewed with a report back to Executive in autumn ahead of winter 2023.
- There continues to be significant financial pressures facing many households in the borough, addressing this was a priority for the new administration.
- The recommendations provided continued and enhanced support to those most in need.

Council Strategy and Climate Change | Council Plan Overview Report

- The performance of the council over the period from January to March 2023 highlighted in the Overview Report had been noted.
- At the end of the quarter, 98 actions (83%) were rated as green (68 complete, 30 in progress) and 17 actions (14%) were amber and 3 actions (3%) were red.
- Progress against key performance indicators across the council was also very positive with 29 (45%) green, 4 (6%) were amber and 10 (15%) were red. 21 (32%) further indicators had no set target or data is currently unavailable and one indicator had been removed as this data was not recorded as part of the Children's Social Care scorecard.

Adult Services, Health and Housing | Strategic Procurement Plan Opladen Way Development

- The Strategic Procurement Plan for the Opladen Way development was approved. This would tender the appointment of a main contractor, under a traditional building contract, to create up to seven new temporary homes.
- The award of the works contract would be delegated to the Executive Member for Finance and Business Change in consultation with the Executive Director Delivery.
- In February 2023, the Executive had approved the capital expenditure for the implementation of a temporary homes facility. This would be a council-led development to provide up to seven new temporary homes for homeless households and would include a mix of single person and family homes, which would be provided at affordable rents.

The report contained recommendations that the Council was asked to resolve in respect of the following matters:

- Part Refurbishment of Bracknell Leisure Centre

Part Refurbishment of Bracknell Leisure Centre

On the proposition of Councillor Jefferies, Executive Member for Culture, Delivery and Public Protection seconded by Councillor Bidwell it was **RESOLVED** that Council approve a Supplementary Capital Approval with the associated borrowing costs already accounted for within the option 2 figures.

Councillor Temperton, Leader of the Council, provided an update on the Council Plan and highlighted some achievements of the new administration since May.

-

Council Plan

- Work was underway to develop the new Council Plan.
- The Council Plan sets the vision and strategy for the next four years and the refresh ensures that it reflected commitments to residents.
- It would incorporate the insights from council staff and local data.
- There were a number of key changes that would be made to the plan, reflecting priorities as a new administration and were likely to be incorporated under the broad themes of Communities, Economy and the Environment.
- Protecting our planet and reducing carbon emissions were hugely important, and actions to address and monitor this would be one part of the new plan.
- Being out in the community, bringing the council to citizens and making sure that residents are at the heart of every decision would also all be key parts of the new plan.
- It had already been detailed how residents would be supported through the cost of living crisis over the next 100 days, taking services out into the community where they would have the best effect.
- There was a lot of good work already happening so this would continue to feature in the new plan.
- The aim was to finalise the plan in the autumn where it would be presented back to full Council.

Over the past few months, there had been lots to celebrate, including:

The launch of Craft Coop in Princess Square

A community interest company that sells arts and crafts made by local people, supported artists with their businesses and offered craft activities and events to local people.

The Neurodiversity Umbrella Project

Celebrating the strength and abilities of neurodivergent people. The art was installed in Braccan Walk South in May and aimed to raise awareness and understanding of our cognitive and learning differences.

Bracknell Forest Pride

The borough's first pride event was held on 10 June with thousands of people enjoying the pride event. The event, which was co-designed with the LGBTQIA+ community, was all about acceptance, equality and celebration.

Transformed the Bagshot Road underpass (Sainsbury's roundabout)

New artwork, hand painted by artist Lynne Hollingsworth and her team, had breathed new life into the area, making it a more welcoming space for pedestrians and cyclists.

Armed Forces Week

We said thank you to our armed forces personnel, their families and veterans in June. We were able to join a special flag raising ceremony, organised by Sandhurst Town Council, to give thanks as well as raising the flag outside Time Square.

Launched the Summer Walks for Wellbeing programme

This enabled residents to achieve a healthier body and mind through a series of guided walks around our beautiful borough.

Launched Solar Together

This enabled residents to invest in renewable energy through a group-buying scheme. It offered solar power installations so residents could afford cleaner and greener energy.

Bracknell Forest Community Day

A reimagined version of this event was held on 8 July, having been codesigned with various community representatives. It offered music, dance, food and activities from a variety of cultures and communities from across Bracknell Forest.

Extending Frost Folly

The public open space in Warfield had been extended. The natural open space had doubled in size so more people could enjoy activities like walking and watching the wildlife.

Good Ofsted for Bracknell Forest Community Learning

The service based at the Bracknell Open Learning Centre had been praised by inspectors for helping learners enjoy courses, find new skills and grow in confidence.

16. **Questions Submitted Under Council Procedure Rule 10**

Councillor Gaw asked Councillor Gillbe, Executive Member for Planning and Transport the following published question:

Can the Executive Member give an update on the progress of the Draft Local Plan, relative to its previously agreed timetable for consultation and implementation?

In response, Councillor Gillbe, Executive Member for Planning and Transport provided the following published response:

Following the decisions of the Executive 21 March 2023, officers have been working on the Modifications to the Local Plan in line with the Local Plan Inspectors letter received 19th January. I have agreed with the Executive Director Place Planning and Regeneration that the draft modifications should be forwarded to the Planning Inspectorate, for agreement prior to public consultation.

The Inspectors have been provided with the modified plan and will be reviewing the Council's modifications and will come back to the Council in due course, confirming whether the Council should consult, or whether further modifications are required. It is

anticipated that due to the Inspectors workloads and holidays that they will come back to the council over the summer period. It is likely that consultation on the modifications will take place following the summer holiday period. This is broadly in accordance with the timeframe set out in the report to the Executive in March, albeit the Council is now in the hands of the Inspectorate as to when consultation can commence.

Councillor Gaw asked Councillor Gillbe, Executive Member for Planning and Transport the following supplementary question:

What, if any, site additions, deletions or amendments in addition to those demanded by the Inspector, have been included and submitted with the modified plan?

In response Councillor Gillbe confirmed that the draft only differed to the original draft under the emerging Local Plan in as so far that it removes the Jealott's Hill site allocation as per the Inspectors letter and therefore followed the agreement of the Executive in March under the last administration.

Resident Thomas Parker asked Councillor Temperton, Leader and Executive Member for Council Strategy and Climate Change the following published question:

As part of the last administration a review of the Member's Code of Conduct was completed. Whilst this made some slight progress, the behaviours of members towards other Councillors and Officers did not substantially improve as the Code lacked teeth and the 'tone from the top' did not sufficiently ensure that it was embedded and that the culture changed.

Will the new Council administration commit to the following?:

- 1. A full review of the Member's Code of Conduct so that it is strengthened and reinforces a higher standard of behaviour that the public expect from their elected officials;*
- 2. Strengthening the rules on disclosable interests so that all there is more transparency of any member's personal financial gain derived from their position at the Council (excluding their allowances);*
- 3. Ensuring that a new culture is fostered both at the member and officer level so that the new Code can be properly embedded; and*
 - A more robust process for holding members to account where these standards are not met.*

In response, Councillor Temperton, Leader and Executive Member for Council Strategy and Climate Change provided the following published response:

As I set out in my speech to Full Council in May I am firmly committed to the Nolan Principles and was involved with the review you mention in your question. In answer to your specific questions:

- The Code of Conduct is an important element of the Council's overall Governance framework. The responsibility for oversight of the Code falls within the terms of reference of the Governance and Audit Committee rather than the Executive. The operation of the Code is kept under review by the Committee which receives a standards report from the Monitoring Officer annually highlighting the number of code complaints each year and their*

outcomes. In short, the maintenance of good behaviour is a cross party matter for which all of us as Bracknell Forest Councillors must take personal responsibility. This was reflected in the recent changes to the Code which resulted in its obligations being reworded in the first person eg “I treat others with respect” rather than “you will treat others with respect”. I understand that the Committee is due to receive the Monitoring Officers report for 2022/23 next week and will no doubt make any necessary recommendations as appropriate.

- The rules on Disclosable Pecuniary Interests are set out in legislation and there is no local discretion over their application. The Council’s Code does however include an enhanced level of transparency due to the provisions relating to Affected Interests which require disclosure in a broader category of scenarios where financial interests may be affected. These were introduced locally in 2012 and provide an additional layer of transparency over and above the Disclosable Pecuniary Interest provisions.
- On the matter of culture, this is an important point and Members are currently receiving training on the Code of Conduct around embracing positive behaviours. Similarly, Officers are through the appraisal cycle required to positively demonstrate adherence to Council values and behaviours.
- Finally, the lack of adequate sanctions available under the Standards regime remains a topic of debate across local authorities. We are restricted to what is already included under our local arrangements and these arrangements exclude either suspension or disqualification due to legal restrictions. Such sanctions that do exist such as removal from committees, censure by the Council and reporting of breaches to the press are used creatively to ensure that they provide adequate deterrents against falling standards of behaviour.

Resident Thomas Parker asked Councillor Temperton, Leader and Executive Member for Council Strategy and Climate Change the following supplementary question:

Thank you very much Councillor Templeton for your response I know this is something that you care a lot about, as much as I do, and people in this room will know why this was a particularly personal question to ask. My supplementary question is that in some ways I was disappointed with the response in that it felt very corporate, and this is something that is important because it obviously involves cultural change to make sure that the behaviours that you, I and many others faced from the last Administration and those before. What specific actions will you take to ensure that there’s a long-lasting cultural change?

In response Councillor Temperton stated that when she opened the AGM she had talked about the Nolan Principles which need to be embedded in everything that the Council undertook, and that councillors needed to have the courage to stand up and move things, which had already happen in some instances. Councillor Temperton encouraged Councillors to continue to be bold and brave and actually take this on, which had not happened before but must happen now.

17. **Motions Submitted Under Council Procedure Rule 11**

Motion 03/2023

Motion 03/2023 was moved and seconded by Councillor Virgo and Barnard respectively as follows:

Bracknell Forest Council recognises that many residents are extremely concerned about sewage discharges, specifically those flowing from Thames Water facility works in our Borough, into streams and water courses. These concerns have been amplified by the recent news over financial problems at Thames Water. The Council commits to work to examine and support the tightening of regulations, through the work of the Executive and Overview and Scrutiny, to help end this harmful process, that is destroying both the environment and our wildlife.

An amendment to the motion was proposed and seconded by Councillors M Forster and C Eberle respectively as follows:

Bracknell Forest Council recognises that many residents are extremely concerned about sewage discharges, specifically those flowing from Thames Water facility works in our Borough, into streams and water courses. These concerns have been amplified by the recent news over financial problems at Thames Water. Furthermore, the Council commits to work with other Local Authorities across the Thames Valley to challenge the failures of Thames Water to collectively minimise the environmental damage we are all facing.

Councillors Virgo and Barnard did not accept the proposed amendment and therefore the amendment was put to the vote.

On being put to the vote the amendment was carried and became the new substantive motion.

An amendment to the new substantive motion was proposed and seconded by Councillors Temperton and Virgo respectively as follows:

- To add “the *Council recommends that Overview and Scrutiny commits to work with other Local Authorities across the Thames Valley*”

Councillors M Forster and C Eberle accepted the proposed amendment, and the substantive motion became:

Bracknell Forest Council recognises that many residents are extremely concerned about sewage discharges, specifically those flowing from Thames Water facility works in our Borough, into streams and water courses. These concerns have been amplified by the recent news over financial problems at Thames Water. Furthermore, the Council recommends that Overview and Scrutiny commits to work with other Local Authorities across the Thames Valley to challenge the failures of Thames Water to collectively minimise the environmental damage we are all facing.

On being put to the vote the new substantive motion was carried.

Motion 04/2023

Motion 04/2023 was moved and seconded by Councillor Harrison and Hayes MBE respectively as follows:

That the Council:

- Commends the progress made by Bracknell Forest Council's Public Protection Partnership officers in detecting and prosecuting environmental crime such as fly tipping.

- Reaffirms its commitment to deterring and detecting fly tipping in the borough with the use of signage, CCTV cameras, both mobile and fixed. To follow through on the prosecution of offenders and publication of their names.
- Encourages residents to report in on flytipping so more prosecutions can be intelligence lead.

An amendment to the motion was proposed and seconded by Councillors Jefferies and Purnell respectively as follows:

That the Council:

- Commends the progress made by Bracknell Forest Council's Public Protection Partnership officers in detecting and prosecuting environmental crime such as fly tipping.
- Reaffirms its commitment to deterring and detecting fly tipping in the borough with the use of signage, CCTV cameras, both mobile and fixed. To follow through on the prosecution of offenders and publication of their names.
- Encourages residents to report in on flytipping so more prosecutions can be intelligence lead.

Councillors Harrison and Hayes MBE did not accept the proposed amendment and therefore the amendment was put to the vote.

On being put to the vote the amendment was carried and became the new substantive motion.

An amendment to the new substantive motion was proposed and seconded by Councillors Smith and Barnard respectively as follows:

That point number four be added to the motion as follows:

- That the Council commits to review of the most effective use of the funds available due to any budget underspend in 2023/24, with specific consideration of whether additional CCTV cameras to tackle fly tipping represents value for money for residents.

Councillors Jefferies and Purnell accepted the proposed amendment, and the substantive motion became:

That the Council:

- Commends the progress made by Bracknell Forest Council's Public Protection Partnership officers in detecting and prosecuting environmental crime such as fly tipping.
- Reaffirms its commitment to deterring and detecting fly tipping in the borough with the use of signage, CCTV cameras, both mobile and fixed. To follow through on the prosecution of offenders and publication of their names.
- Encourages residents to report in on flytipping so more prosecutions can be intelligence lead.
- Commits to review of the most effective use of the funds available due to any budget underspend in 2023/24, with specific consideration of whether

additional CCTV cameras to tackle fly tipping represents value for money for residents.

On being put to the vote the new substantive motion was carried.

CHAIRMAN



Madam Mayor
Bracknell Forest Council
Times Square
Market Street
Bracknell
RG12 1JD

Dear Madam Mayor,

Council Motion 03/2023 12 July 2023

I write with reference to the council Motion 03/2023 which referred to the Council's Overview and Scrutiny Commission the following resolution:

Bracknell Forest Council recognises that many residents are extremely concerned about sewage discharges, specifically those flowing from Thames Water facility works in our Borough, into streams and water courses. These concerns have been amplified by the recent news over financial problems at Thames Water. Furthermore, the Council recommends that Overview and Scrutiny commits to work with other Local Authorities across the Thames Valley to challenge the failures of Thames Water to collectively minimise the environmental damage we are all facing.

This referral was considered by the Overview and Scrutiny Commission at an extraordinary meeting of the Commission, held on the 16 August 2023. The Commission meeting, mindful of the advice from the Statutory Scrutiny Officer and the legal advice from the Monitoring Officer that, "...Council did not have the authority to compel the Overview and Scrutiny Commission to incorporate a new item in its work programme but could only request that it does so", debated three options set out in the Statutory Scrutiny Officer's report to the meeting.

Based upon this report, I report to council that the Commission has resolved to:

Option B: Agree a scrutiny review on Thames Water, with a revised scope. For this review to be undertaken by the Environment and Communities Overview & Scrutiny Panel, in line with normal commissioning processes. For the Panel to produce a report to the Executive, for the Executive to report to Council.

The Commission has therefore added this issue to its work programme, in line with the requirements of the council's constitution **Part 3 – Section 2 (2.1, 2.2)**. The Panel will bring a report back to council, via the Executive, once their review has been completed, in line with the agreed decision of the Commission.

Your sincerely

Cllr Georgia Pickering
Chair of the Overview and Scrutiny Commission

CC Statutory Scrutiny Officer
Overview and Scrutiny Commission

To: Council
13 September 2023

Executive Report to Council The Leader

1 Purpose of Report

1.1 Since the Council agenda for the meeting on the 12 July 2023 was published, the Executive met on the 18 July 2023. This report summarises decisions taken by reference to the relevant portfolio within which they fall.

1.2 Updated Forward Plans for the Executive and other Council meetings 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 to consider the recommendation set out at paragraph 5.1.2 that the Council is **RECOMMENDED** to note the Treasury Management performance in 2022/23 as set out in Annexe B of the associated report.

3 Reasons for Recommendations

3.1 The reasons for recommendation is set out in the report summarised in 5.1 and considered in full by the Executive. The relevant reports that the Executive considered can be found [here](#).

4 Alternative Options Considered

4.1 Alternative options are discussed in the relevant individual reports considered by the Executive. The relevant reports that the Executive considered can be found [here](#).

5 Supporting Information

Finance and Business Change

5.1 [Revenue Expenditure Outturn](#)

5.1.1 The Executive noted that its outturn revenue expenditure for 2022/23, subject to audit, was £87.06m, which represented an under spend of -£0.506m compared with the approved budget. The Executive approved a budget carry forward of £0.036M. The General Reserves balance at 31 March 2023 was £11.077m, with none of the balance required to help fund the 2023/4 revenue budget. The minimum prudent level recommended by the s151 Officer was £4.5m, broadly equivalent to 5% of the Council's net budget. In addition, budget carry forwards of £0.036 were approved

along with the earmarked reserves set out in Annexe C and virements relating to the 2022/23 budget set out in Annexe D.

- 5.1.2 It was therefore **RECOMMENDED** that Council note the Treasury Management performance in 2022/23 as set out in Annexe B.

5.2 Capital Expenditure Outturn 2022/23

5.2.1 The Executive noted that the projected capital programme outturn for 2022/23 was £23.701m, which was 40% of the approved budget of £58.792m. Although this was subject to change pending external audit, no significant movement was anticipated. The Executive also approved carry forwards totalling £34.114m due to the underspends. Although a significant proportion of the programme, and many of the projects, were either close to being completed or were contractually committed and underway.

5.2.2 As a result of the capital expenditure in 2022/23, the Council had an overall capital financing requirement (CFR) of £220.1m as of 31 March 2023. The Council would provide for the repayment of this through the minimum revenue provision which would be re-calculated for these out-turn figures using the policy agreed by Council and reflected in the Council's Budget. The CFR represented the underlying need to borrow to fund capital expenditure that could not be financed from other income sources. However, the actual need to borrow at any particular time was determined by the Council's overall cashflow requirements. The actual level of borrowing at the end of March 2023 was £85m with investments of £15.8m, leaving a net debt of £69.2m compared with £36.5m last year.

5.2.3 Given that the level of capital expenditure incurred was less than budgeted for and income from capital receipts over the last three years had been running at a level above projections, this had resulted in the Council's long-term borrowings being lower than predicted. This had contributed to an underspend in the capital financing revenue budget.

Planning and Transport

5.3 High Street Multi Story Car Park - Condition

5.3.1 The Executive approved the planned closure of the High Street Car Park at the end of October 2023, following the recommendation made by Structural Engineers. The Executive also agreed the Assistant Director, Property would engage 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.

5.3.2 The Executive also approved the plan for savings that would be released into expenditure budgets in the current year from the midyear closure which would be used to fund decommissioning work including erecting hoarding, securing the site, and commissioning pre and post decommissioning structural surveys. The Executive also agreed for the High Street Car Park site be added to the Bracknell Town Centre Southern Gateway site masterplan area. Outline plans for this would be presented for consideration to the Executive in Autumn 2023.

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

Economic Development and Regeneration

5.4 Joint Venture Progress

- 5.4.1 The Executive confirmed it would continue support for the Market Street development and agreed proposed changes to the Council's previously agreed position as set out in paragraphs 1.4.1 – 1.4.4 of the Appendix A to the Joint Venture report, including notably:

5.4.1.1 That it would support a 10% increase to the Council's 50% contribution to the development costs, reflecting increased construction costs and rephrasing of expenditure, it noted that this had no impact on the Council's financial position due to the loan note mechanism in the Bracknell Forest Cambium Partnership legal agreements.

5.4.1.2 And that authority would be delegated to the Assistant Director: Contract Services would enter into an agreement with the Bracknell Forest Cambium Partnership for required off-site car park provision.

- 5.4.2 The Executive requested that the Executive Director for Place, Planning and Regeneration 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 would align with the Council's climate change ambitions for the Council itself and the Borough of Bracknell Forest.

- 5.4.3 The proposed changes to the previously agreed approach to the Market Street site, being developed through the Bracknell Forest Cambium Partnership, would 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 would be delivered.

Adult Services, Health and Housing

5.5 Supported Living – Strategic Procurement Plan

- 5.5.1 The Executive approved 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.

- 5.5.2 The Executive also agreed to 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.

- 5.5.3 The procurement would also ensure the council met its statutory duties of The Care Act 2014 which set out clear expectations for local authorities.

- 5.5.4 A Flexible Framework would ensure a compliant approach to contracting with supported living providers. The Framework would provide an overarching specification with required standards and outcomes to be met. It would also allow the council to specify a pricing structure as part of the tender process.

6 Advice Received from Statutory and Other Officers

Legal Advice

- 6.1 The Borough Solicitor's comments have been addressed in the reports to the Executive.

Financial Advice

- 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.

Climate Change Implications

- 6.5 The recommendations in Section 2 above are expected to have no impact on emissions of CO₂.

The impact or not of each of the individual decisions was set out in the respective reports.

Health & Wellbeing Considerations

- 6.6 There are no considerations.

Background Papers

Executive Agenda – 18 July 2023

Contact for further information

Hannah Harding, Delivery - 01344 352308

Hannah.harding@bracknell-forest.gov.uk

TO COUNCIL - 13 SEPTEMBER 2023

STANDARDS ANNUAL REPORT (Executive Director - Delivery - Legal)

1. PURPOSE OF REPORT

- 1.1 The attached report (**APPENDIX A**) advises Council of activity within its Standards framework from 1 April 2022 to 31 March 2023

2. RECOMMENDATIONS

That the Council **NOTES**:

- 2.1 The Standards outputs in 2022/23 as set out in (**APPENDIX B**) of 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 2022 to 31 March 2023.

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

APPENDIX A

STANDARDS ANNUAL REPORT 2022/23

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 2022 and 31 March 2023 the Monitoring Officer received 18 complaints alleging breaches of Codes of Conduct for Members. The grounds of each complaint and its outcome are set out in the table attached **(Appendix B)**
5. In most cases where no action was taken this decision was preceded by consultation with the Independent Person before being shared with the Complainant and subject member. In accordance with a protocol adopted in 2016, the Party whip was also notified in the case of complaints against ruling Party members.

Nb An Independent Person is a statutory role whom the Monitoring Officer may consult with prior to making a determination on whether or not to investigate a complaint. In 2022 Ms Heather Quillish was appointed to this role replacing the previous incumbent, Dr Louis Lee.

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	1
2020/21	9	2
2021/22	0	0
2022/23	18	0

6. Whilst there was a sharp rise in complaints during 2022/23, thirteen of the eighteen complaints originated from two complainants consequent to largely contained sets of facts. In one series of complaints the complainant sought to highlight perceived breaches of procedure relating to a planning application. In another instance the complainant was a former town councillor whose concerns largely centred around what he considered to be a conspiracy of councillors to ignore his correspondence. In all cases no breaches of the Code were established. The overall figures were therefore consistent in large part to those of previous years. The fact that none were ultimately upheld reflects a continuing overall cultural adherence to the Code within both the Borough and Parish/Town Councils.
7. Whilst the adequacy of sanctions within the Standards regime continues to attract debate nationally there are currently no proposals flowing from the Ministry of Housing, Communities and Local Government to introduce further legislation.
8. 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.”*
9. The LGA published a model Code in late December 2020 and it was for individual authorities to determine whether to adopt it. A Code of Conduct Panel was convened by the Authority for this purpose and recommended that its existing Code did not require any significant amendments. Such minor amendments as were recommended by the Panel were subsequently approved by Council and have been incorporated.

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 B

	Date of Complaint	Status of Complainant	Borough or Parish Councillor	Grounds of Complaint	Outcome
1	27 July 2022	Resident	Borough	Using council resources improperly	No action as no evidence of breach
2	30 September 2022	Resident	Borough	Violating planning protocol/bias & predetermination	No action as no evidence of breach
3	30 September 2022	Resident	Borough	Violating planning protocol/bias & predetermination	No action as no evidence of breach
4	30 September 2022	Resident	Borough	Violating planning protocol/bias & predetermination	No action as no evidence of breach
5	30 September 2022	Resident	Borough	Bias & Pretermination	No action as no evidence of breach
6	1 November 2022	Resident	Borough	Bringing the Council or the office of councillor into disrepute	No action as no evidence of breach
7	8 December 2022	Resident	Borough	Failing to make decision on merit	No action as no evidence of breach
8	30 December 2022	Resident	Borough	Failing to treat others with respect	No action as no evidence of breach
9	3 January 2023	Resident	Borough	Bringing the Council/office of Councillor into disrepute	No action as no evidence of breach

10	3 January 2023	Resident	Borough	Bringing the Council/office of Councillor into disrepute	No action as no evidence of breach
11	18 January 2023	Resident	Borough	Improperly using their position to secure an advantage for themselves and/or others or to disadvantage another person/ Bringing the Council or the office of the Councillor into disrepute	No action as no evidence of breach
12	16 February 2023	Resident	Borough	Bringing the Council or the office of councillor into disrepute	Informal resolution
13	21 March 2023	Resident	Borough	Bringing the council or the office of councillor into disrepute	No action as no evidence of breach
14	21 March 2023	Resident	Borough	Bringing the council or the office of councillor into disrepute	No action as no evidence of breach

15	21 March 2023	Resident	Borough	Failing to make a decision on merit	No action as no evidence of breach
16	21 March 2023	Resident	Borough	Discriminating against me/other persons	No action as no evidence of breach
17	21 March 2023	Resident	Borough	Discriminating against me/other persons	No decision taken as Councillor lost seat at local election before Monitoring Officer's enquiries completed.
18	23 March 2023	Resident	Borough	Failing to treat others with respect	Informal apology suggested but no longer a councillor

NB;

Complaints 2-5 and 8-11 arose pursuant to a single planning application and were submitted by two associated residents against several members of the planning committee

Complaints 13-17 were submitted by the same resident against 5 separate councillors

Therefore 13 of the 18 complaints originated from two complainants and this will have impacted on the overall figures for 2022/23.

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To: **Council**
13 September 2023

Climate Change Progress Report Executive Director of Delivery

1 Purpose of Report

- 1.1 To provide a report to the council on the progress made in 2022/23 toward the council's climate change targets, as reported in the council's annual progress report.
- 1.2 To outline the Administration's new objectives for addressing the climate change emergency and the work necessary to taking forward the climate change mitigation agenda.
- 1.3 To provide a summary for the outcome from the Leader's July climate change summit.

2 Recommendation

- 2.1 **To note the progress made by the Council in relation to its climate change strategy and detailed in the Annual Report.**

3 Reasons for Recommendation

- 3.1 The Council has stated that it will be net zero by 2050. The motion agreed at Council in 2020 formalised the need for an annual progress report that would be presented on progress made. This is the report for 22/23.

4 Alternative Options Considered

- 4.1 None.

5 Supporting Information

- 5.1 The Labour Party manifesto 2023 sets out the objective of the new administration. That being:

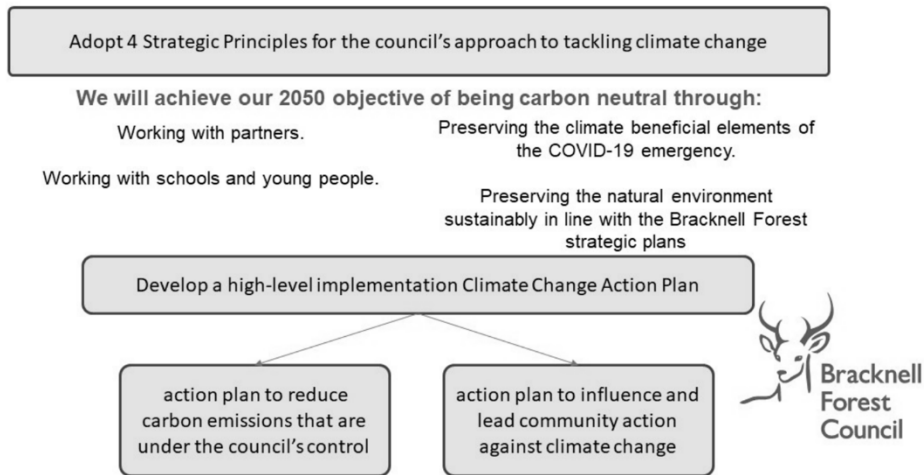
"...Labour accepts that this is a Climate Change Emergency and believes that reducing the Carbon footprint to net zero by at least 2050 is essential. In order to achieve this Labour will work with the whole community to promote good practice and will ensure that reductions achieved each year are carefully monitored and reported. A Labour Council will show leadership to support residents and businesses to achieve the necessary changes, including working with partners to provide on street charging for electric vehicles, not just in car parks..."

- 5.2 To this end, at the Annual Council meeting of the 24 May 2023, within the Leader's report on Appointments and Delegations by the Leader of the Council for the 2023/2024 Municipal Year *"...responsibility for Climate Change will be transferred from the Environment portfolio to the Leader's portfolio"*.

5.3 The Borough’s first Climate Change Summit took place in July 2024. This summit hosted, over two sessions, representatives from all sections and all sectors of the communities of Bracknell Forest. The summit provided a market place of ideas and

BFC Climate Change Strategy (on a Page)

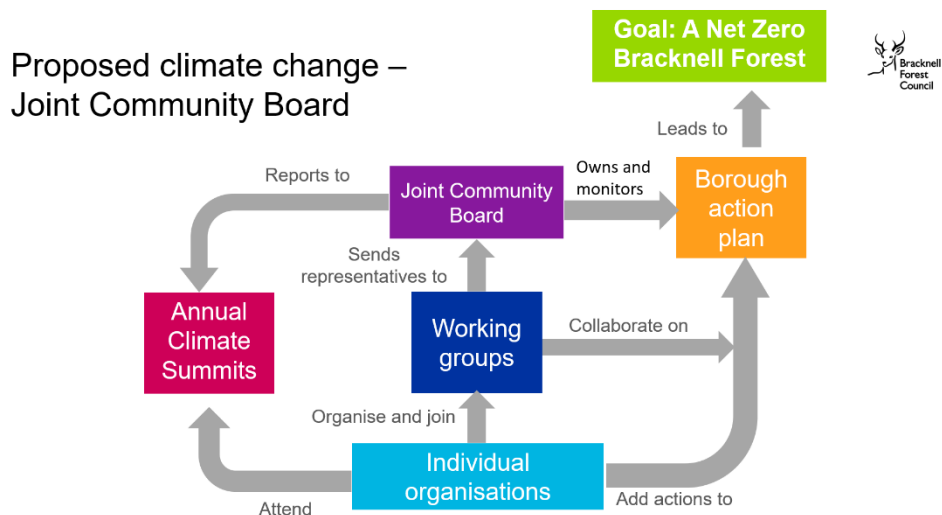
Bracknell Forest Council: 2020 – 2024



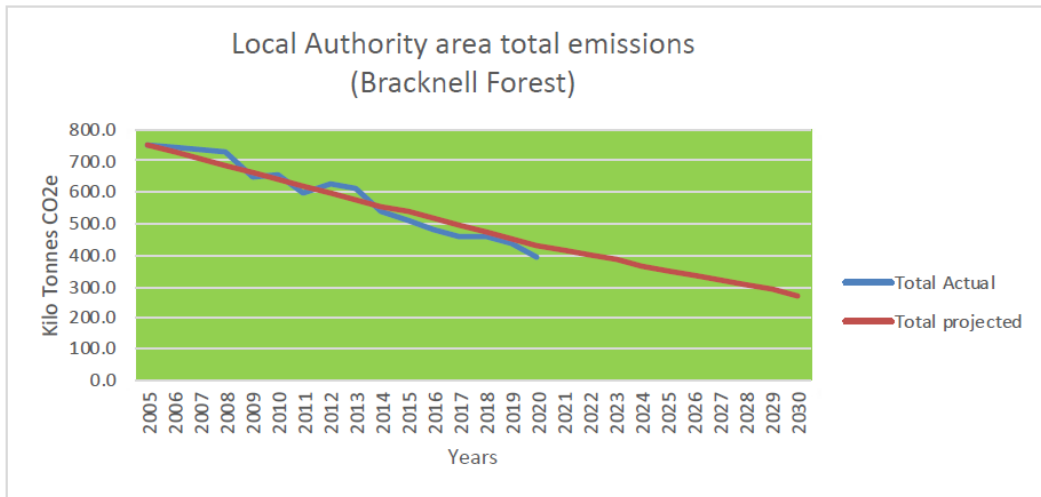
information exchange. This in line with the strategy, that being for the council to take the role of leading the community’s collective action against climate change.

5.4 The summit output is currently being analysed, however it is clear that there is a desire from all sectors, and all sections of the community, to work together to accelerate the pace of change necessary to achieve our 2050 target. To this end, following consultation at the summit, the Leader will be creating two new groups, that will replace the Climate Change Advisory Panel (CCAP). The Leader will chair a cross party working group of Members. This working group will be part of a number of new working groups, set up in the community, by sector convenors.

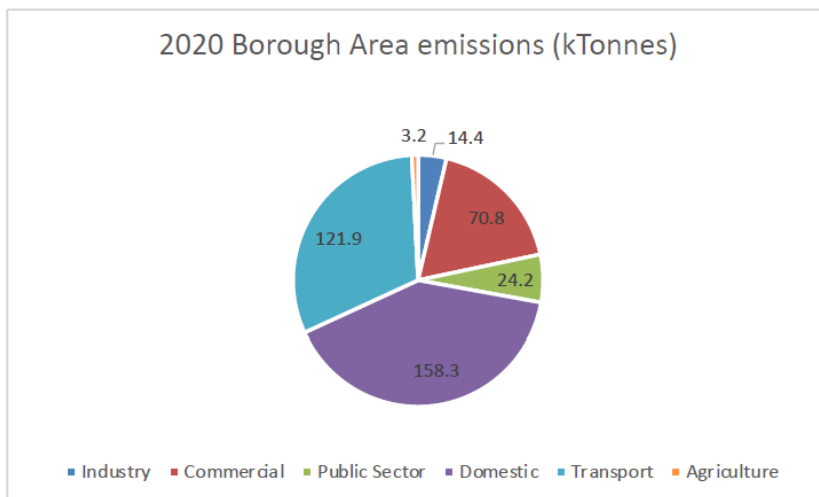
5.5 Representatives from these new working groups, will form a new Joint Community Board. The Joint Community Board will have representatives of each sector and each community. The Board will generate ideas but also ensure that learning from each of the working groups is shared and action coordinated. The actions and outcomes will feed into the Executive’s annual report to council. Terms of reference are to be drafted for these groups under the Leader’s delegation.



- 5.6 The Council has passed two motions on climate change. In Motion 02/2019, on 17 July 2019, a climate change motion was agreed at Council. This stated that:
- “This Council strongly believes in the need to continue its work to address the impact of man-made Climate Change on our local communities. To this end, this Council asks the Executive to develop detailed action plans with measurable ambitious annual targets and an annual report to address this pressing matter to ensure that the Council meets the government target of eradicating its net contribution to climate change by 2050”.**
- 5.7 A new motion was passed at Council in January 2023. In Motion 01/2023, the following was stated:
- “This Council strongly believes in the need to continue its work to address the impact of man- made Climate Change on our local communities. To this end, this Council asks the Executive to continue its detailed action plans with measurable ambitious annual targets and an annual report to address the climate emergency to ensure that the Council meets the government target of eradicating its net contribution to climate change by 2050”.**
- 5.8 To provide council with an update on progress under these motions, at **Appendix 1** of this report is the council’s annual progress report for 2022/23. A one-page summary of key climate change progress is attached as appendix 3. This summary has been used to communicate the work undertaken so far and achievement to date.
- 5.9 As the annual progress report for 2022/23 is being presented to council later than originally scheduled, there is an addendum to the report. Appendix 2 provides an addendum to the Climate Change report, bringing the data up to date until the end of Q4.
- 5.10 In summarising the progress made, thus far under the strategy, the following highlights are reported to council. There is a reduction in the council’s direct greenhouse gas emissions. There have been improvements to the energy efficiency of both the council’s own estate and our residents’ homes. The council has hosted an inaugural schools’ climate change conference, including initial seed funding for in-school projects. There has been a successful expansion of kerbside food waste collections to flats. Improvements have been made to web page content. There has been improved engagement with local businesses, Parish, and Town Councils. Finally, there have been successful Highways initiatives aimed at improving electric vehicle charging infrastructure and increasing active travel.
- 5.11 The key performance measure for the borough is the total CO₂e emissions by local authority area. For the Bracknell Forest borough area, the 2020 figure was 392.8kT CO₂e which is down by 43kT from 435.8 in 2019. This is quite a significant reduction, but a cautionary position should be taken given the likely impacts of COVID-related lockdowns. The overall reduction trend from 2005 to 2020 is shown as the blue line in the chart below. The red line shows a projected reduction based on the UK target of achieving a 68% reduction against a 1990 baseline by the year 2030 (** see Annexe A for explanation of target methodology*). The Bracknell Forest area is therefore approximately 38kT below our projected position as of 2020. Whilst this is good news, as above, there should be a note of caution that 2021 statistics are anticipated to show an increase in overall emissions reflecting the country’s economic recovery from the COVID pandemic.



5.12 In terms of area wide emissions: Domestic emissions (primarily gas and electric consumption remain the highest contributor (40%), closely followed by emissions from transport (31%), with commerce/industry/public sector representing 28%.



5.13 Areas requiring a stronger focus over the coming year include continuing our efforts to make all climate change targets SMARTer; initiating further feasibility work to further reduce greenhouse gas emissions from estates in the council area; investigating ways to record the council’s indirect (scope 3) CO₂ emissions; promoting and supporting the further de-carbonisation of domestic housing stock; and continuing to build on our collaboration with businesses, councils, community groups and schools alike.

5.14 The council’s current climate change strategy will come to an end in March 2024. It is envisioned that these new governance structures and greater community engagement will enable a co-produced new strategy to be developed for the period up to 2028. This strategy to have new objectives to be set and accelerate the borough’s path to Net Zero. To this end, there will be a greater focus on tighter, better defined and more measurable climate change related targets. To ensure that for every new project the council engages in, the measures are clear.

6 Consultation and Other Considerations

Legal Advice

- 6.1 There are no specific legal implications arising from the recommendation in this report.

Financial Advice

- 6.2 The financial implications are contained within the report. The intention is for the project costs to be offset by utility cost savings where applicable.

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 Council believes that this will reduce emissions because having readied and completed feasibility studies places the Council in a stronger position for bidding and securing any public authority funding offered by the Government.

Health & Wellbeing Considerations

- 6.7 Climate Change and health and wellbeing have strong and developing links. The promotion of active commuting, supporting green and active volunteering and improving the warmth of vulnerable residents' homes are all such examples. Officers from both the climate change and health and wellbeing teams continue to collaborate on developing an integrated impact assessment tool to assist with future council decision making processes.

Background Papers

Appendix 1: Climate Change Annual Progress Report 2022-2023

Appendix 2: Annual Climate Change Report – Addendum

Appendix 3: (one page summary) Our action towards net zero 2050_2022/23 actions

Appendix 4: Climate Change Action Plan

Appendix 5: Committee references

Annexe A: BFC area wide 1990 GHG baseline methodology

Contact for further information

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Climate Change Strategy

Annual report on progress
2022/23



Foreword



This report covers the period 1st April 2022 – 31st March 2023, representing the second annual summary of the council's progress against our climate change strategy. As the Executive Director, leading on the council's net zero programme, I am delighted to present the council's work to both mitigate and adapt to the effects of climate change to council.

As a borough, we are focussed on what we need to do locally. However, we recognise that our work is part of the national efforts to achieve a sustainable planet. The headlines from the most recent Climate Change Committee report to [Parliament 2022 Progress Report to Parliament - Climate Change Committee \(theccc.org.uk\)](#) highlighted that whilst a net zero strategy is in place, policies and measurable progress gaps still exist. To that end, in line with the report's recommendation that local authorities consider Net Zero action plans for their own emissions, and that of the partnerships that they work within, this report highlights our progress on this area. Our progress on both reducing area wide emissions, for which the council has influence and the council own emissions, for which it has control, continues at pace.

A revised cross-party climate change Motion (01/2023) was passed by Full Council on 11th Jan 2023. This highlighted the context of how the climate emergency, as a priority for the council, was to now be addressed. The motion states:

This council strongly believes in the need to continue its work to address the impact of man-made climate change on our local communities. To this end, the council asks the Executive to continue its detailed action plans with measurable ambitious annual targets and an annual report to address the climate emergency to ensure that the council meets the government target of eradicating its net contribution to climate change by 2050.

With regards to the wider area, the council has exerted its influence across a variety of different activities that occur within the Borough. This has meant developing and working in new partnerships and collaborations. This highlighting the council's role as an influencer and community leader; being the guardian of place. This approach is vital to achieving our objective, given that the majority of the emissions cuts needed rely on individuals and businesses shifting to a low-carbon sustainable way of living.

This year, we have therefore invested in collaborations with local businesses, town/parish councils, schools and other community groups. These engagements have already had an impact and therefore will continue to be a primary focus for the programme, during the remaining years of this strategy.

Kevin Gibbs
Executive Director – Delivery

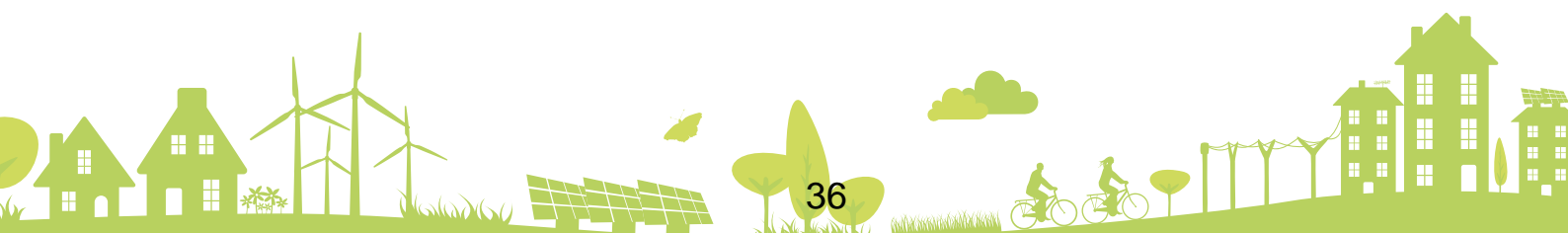
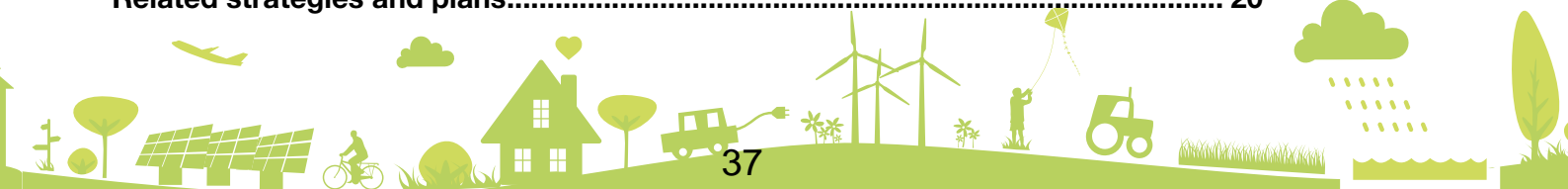


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Strategy summary

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>

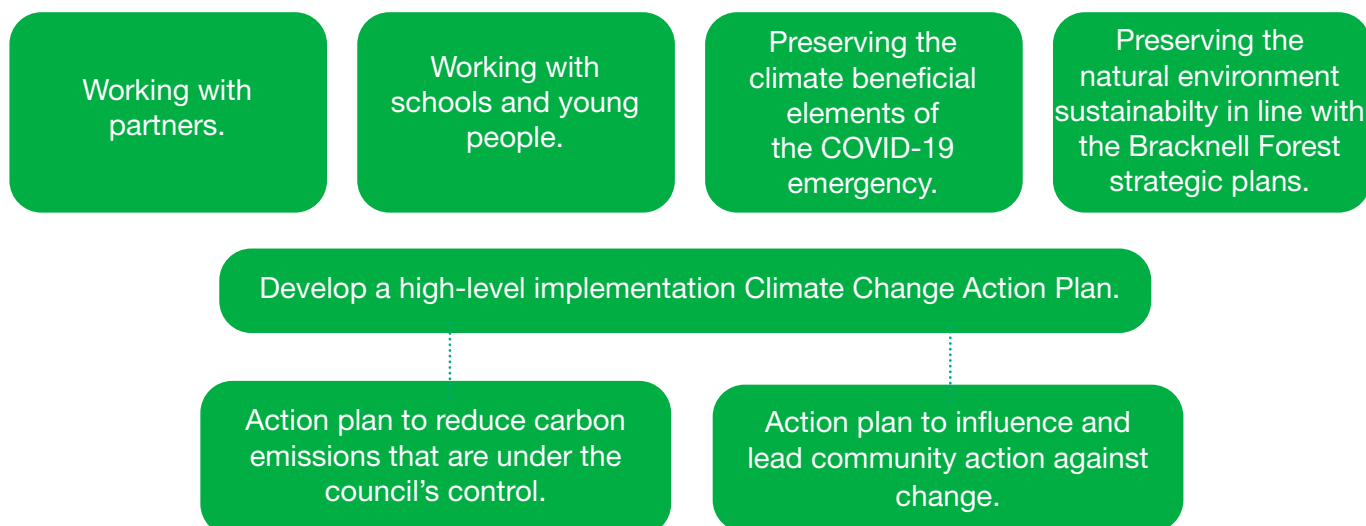
The strategy can be summarised as per the diagram below. It is worth noting that direct carbon dioxide equivalent emissions (scope 1 and 2) within the council's control represent around 2% of the entire emissions associated with the borough as a whole.

BFC Climate Strategy (on a Page)

Bracknell Forest Council: 2020-2024

Adopt 4 Strategic Principles for the council's approach to tackling climate change

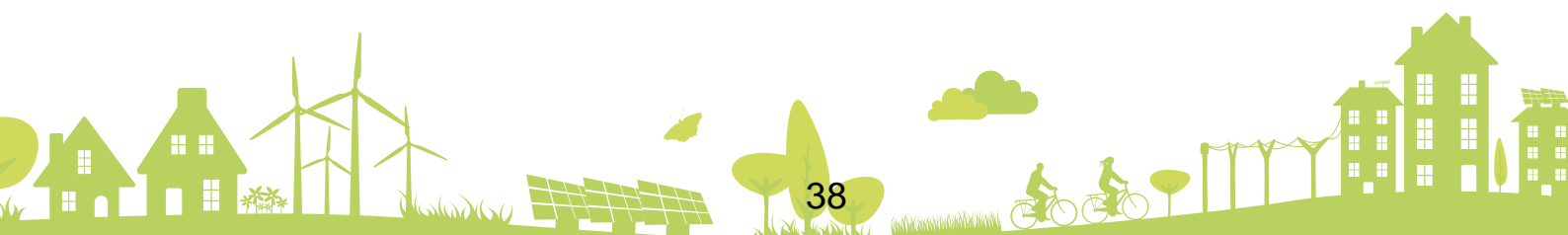
We will achieve our 2050 objective of being carbon neutral through:



During 2022/23 there has been a stronger emphasis placed on wider engagement with groups and organisations outside the council itself, given the scale of impact their own emissions have on the entire borough.

There was also a recognition 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. We have now begun work to better understand how our emissions as an organisation, as well as those of the borough as a whole, are likely to change in the future and what is needed to reach net zero emissions. There remains a recognition that we still have lots of work to do and we are busy outlining how our approach to making our targets 'SMARTer', can be further developed across the organisation.

¹Note: SMART stands for specific, measurable, achievable, realistic and time-related.



Action plan to support strategy

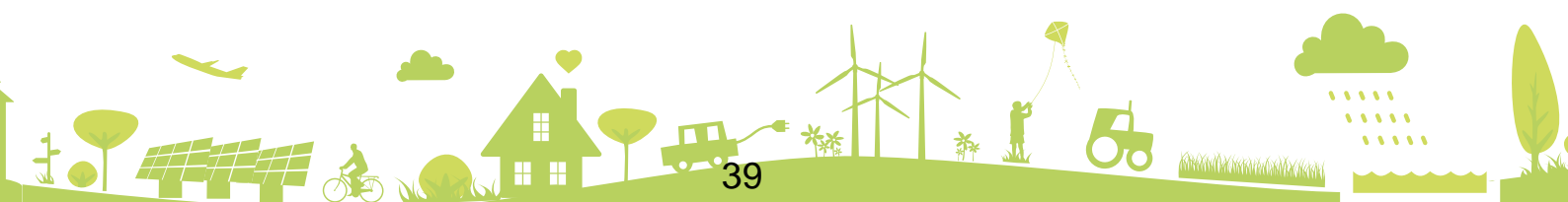
The council's climate change strategy is supported by an action plan which charts progress made against current climate change mitigation projects or streams of work.

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 progress is updated and published on the council's climate change web pages. [Climate change strategy action plan updates | Bracknell Forest Council \(bracknell-forest.gov.uk\)](#)

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 undertaken 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.

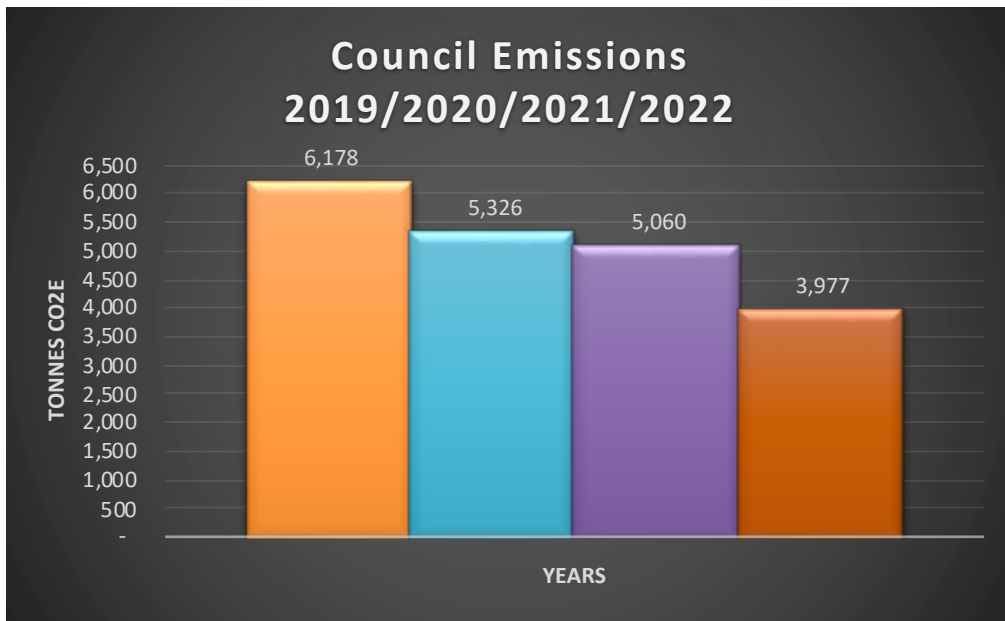
At the end of Q4 in 2022/23 there were 42 current projects referred to within the action plan and a further 10 at the proposal stage. A total of 19 projects have been closed, redefined with current projects or completed. Commentary on any completed projects this year is covered elsewhere within this report. 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.



Headline metrics 2022

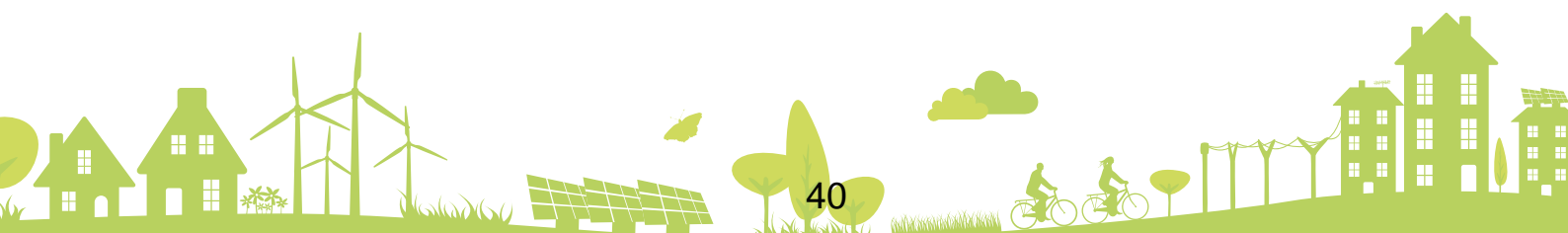
Council's own emissions

The council commenced measurement of its own carbon footprint in 2019 based on a calendar year. The data for the 2022 calendar year showed that our total CO₂e emissions from the council's transport fleet, plus gas, electric and water consumption was 3,977 tonnes (scope 1 & 2 emissions). This compares to last year's figure of 5,060 and the initial figure of 6,178 in 2019. This latest one-year reduction of 1,083 tonnes saving is the equivalent of taking 913 small petrol cars off the road. [What is 1 Ton of Carbon Dioxide and how it relates to daily life? - EMSmastery.](#)



We are currently working to improve the accuracy of our scope 1 and 2 footprint data, and to model how our footprint is likely to change in the future. We intend to present forecasts based on retrofit changes to our buildings and further electrification of our fleet.

Indirect emissions (those from our supply chain and our contracted services; referred to as scope 3 emissions) are a much harder parameter to define, but exploratory work is underway, and this area will continue to be explored further too.

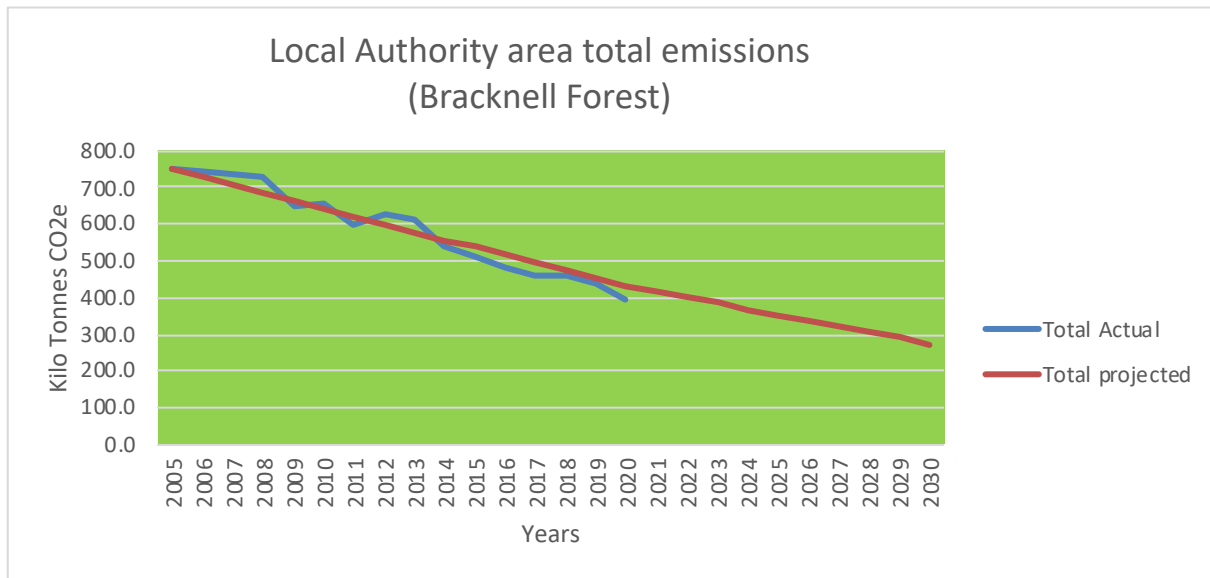


Borough-wide emissions

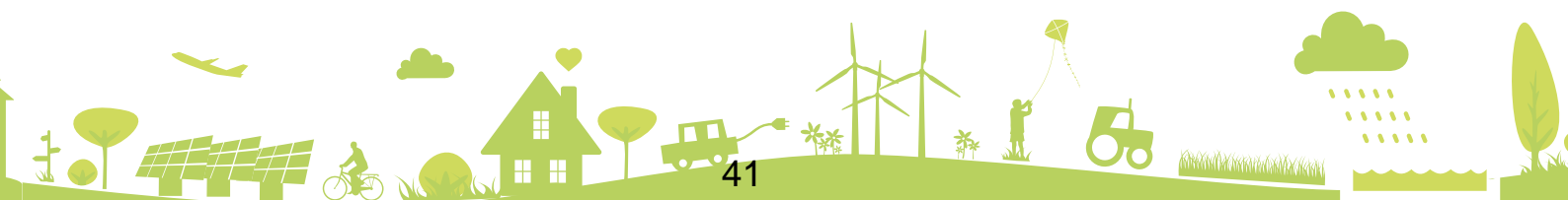
Estimates for total CO₂e emissions by local authority area are provided by the governments' Department for Energy Security (DES). Statistics are released annually each June, approximately 18 months in arrears, so the most recent release is that from June 2022 which reports on emissions in the 2020 calendar year. The first such set of figures were provided for 2005.

For the Bracknell Forest borough area, the 2020 figure was **392.8kT CO₂e** which is down by **43kT from 435.8 in 2019**. This is quite a significant reduction, but a cautionary position should be taken given the likely impacts of COVID-related lockdowns.

The overall reduction trend from 2005 to 2020 is shown as the blue line in the chart below. The red line shows a projected reduction based on the UK target of achieving a 68% reduction against a 1990 baseline by the year 2030². The Bracknell Forest area is therefore approximately **38kT** below our projected position as of 2020. Whilst this is good news, as above, there should be a note of caution that 2021 statistics are anticipated to show an increase in overall emissions reflecting the country's economic recovery from the COVID pandemic.

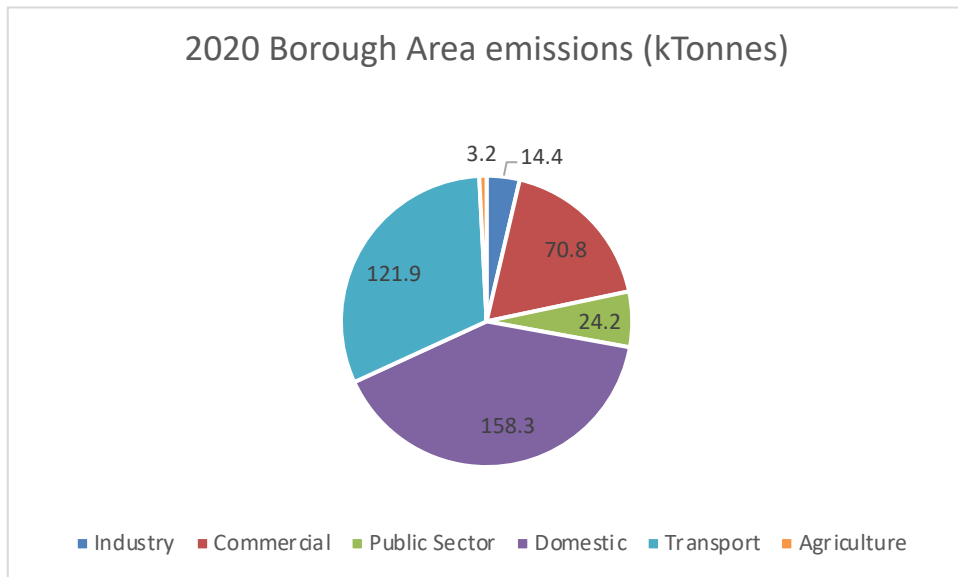


²*Please note that this is an estimated projection line as local area figures do not extend back to the 1990 UK baseline. Assumptions made in creating this projection are included as annexe A.



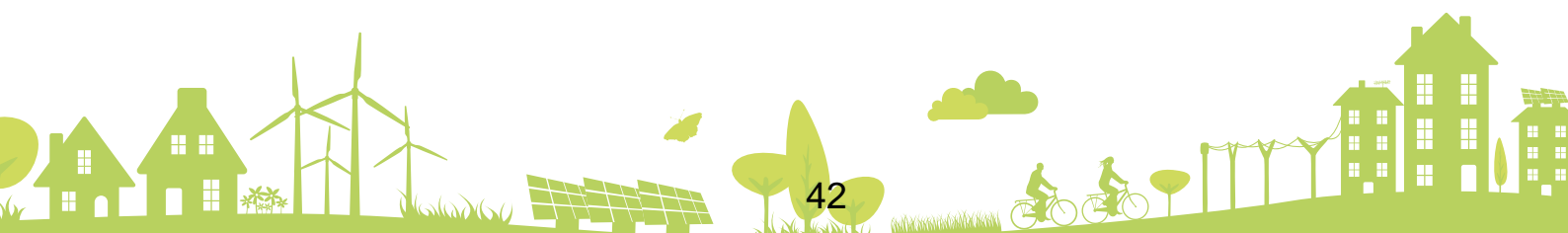
Area-wide emissions by sector:

Domestic emissions (primarily gas and electric consumption remain the highest contributor (40%), closely followed by emissions from transport (31%), with commerce/industry/public sector representing 28%.



Area-wide emissions per capita:

Bracknell Forest's emissions per capita for 2020 were 3.2 tonnes: lower than the 3.5 tonnes south-east England average and the 3.7 tonnes national (England) average.



Key projects delivered 22/23

Green Homes Grant (GHG)

The government's Green Homes Grant (GHG) funding to help improve the energy efficiency of fuel poor households encompassed both Local Authority Delivery 2 and 3 works (LAD2 / 3). LAD 2 projects closed on 30th Sep 2022 whilst LAD 3 projects – also referred to as Sustainable Warmth and Home Upgrade Grants - closed 31st March 2023). Both schemes were coordinated regionally and Bracknell Forest was grouped with the other Berkshire local authorities within the South East England region. Final project outcomes are as yet unknown for either scheme – this is the case for all LA's in our area. We will report outcomes via our quarterly climate change action plan updates once we know them.



Public Health funded Warm

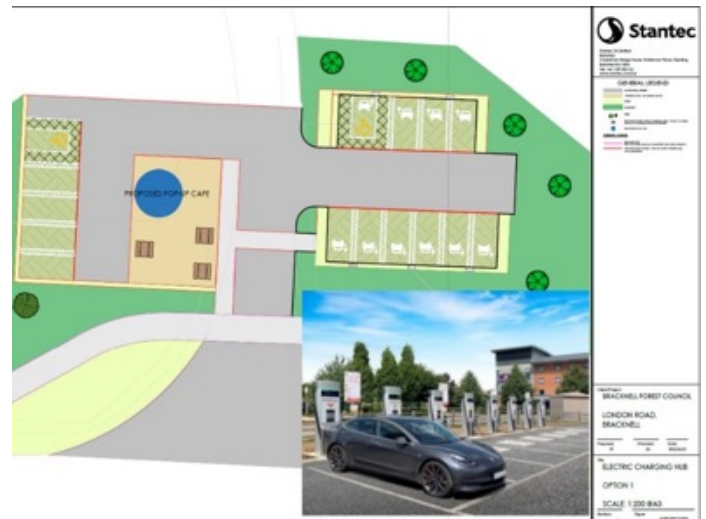
The Public Health funded Warm, Safe and Well scheme supported 26 households classed as vulnerable to the effects of the cold with energy efficiency improvements to their homes. This



22/23 funded scheme will see any remaining budget rolled in to 23/24 to further help more families.

London Road EV charging hub

London Road EV charging hub - a feasibility study has been completed for the creation of an EV charging hub with supporting dwell-time facilities and renewable power generation and storage via a solarPV farm and battery cells. A pre-planning application focussed on the EV charging hub project was submitted to the Planning team in mid-March 2022 and feedback is awaited.

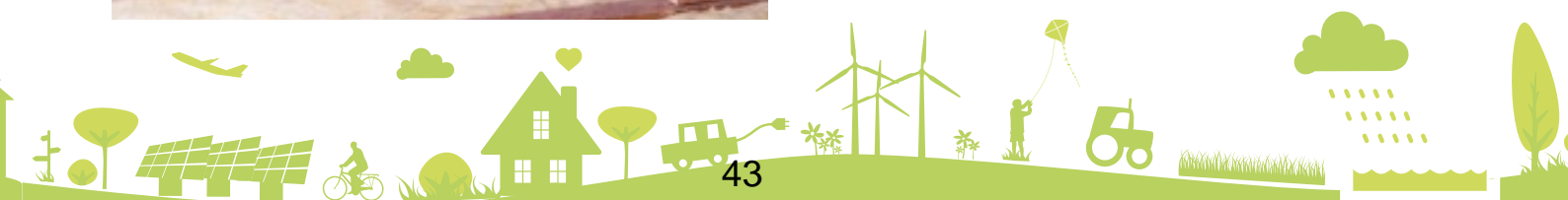


Green and Active Heroes

Green and Active Heroes - a green community volunteering scheme developed in partnership with Involve Community Services Intended to increase green volunteering opportunities for residents, including tree planting, hedge laying and pond creation.



Active volunteering within green spaces not only improves physical and mental health, but also helps the local environment at the same time.



Air quality (PM2.5 and NOx particulate matter)

Funding has enabled the purchase of equipment to monitor previously unrecorded levels of air quality (PM2.5 and NOx particulate matter) around schools located in close proximity to our Air Quality Management Areas. Interim reports for all schools showed compliance with the PM2.5 (particulate matter) limits set out in Defra’s Air Quality Objectives. In addition, funding to support anti-idling project work has enabled training to be provided to the council’s Civil Enforcement Officers to help them start encouraging education around idling and idling enforcement at known hot spot areas.

Schools’ climate change conference

A secondary schools’ climate change conference was held at Garth Hill College in May 2022. 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 was also a keynote speech from wildlife expert and conservationist Chris Packham. All nine of the borough’s secondary schools were in attendance.



The workshop enabled the students to develop an action plan project to take back to their school. Following the conference each school was awarded £500 to help them kick-start their climate change projects. Schools will be able to present a summary of their progress next year.



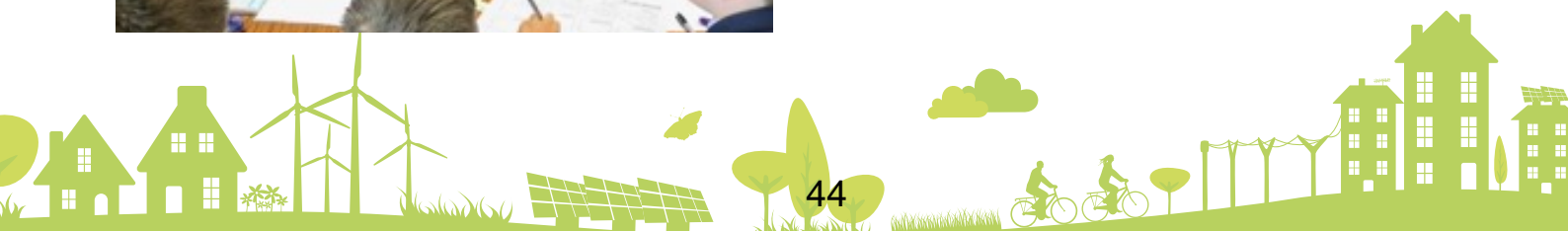
Engagement with local businesses

This year has also seen the council start to engage with local businesses and town and parish councils on climate change. We have spoken to a range of businesses, councils and key partner organisations to understand the challenges they are facing and what the council can do to help these sectors work towards net zero and intend to expand our outreach over the next year. Our work included attending a Bracknell Business Improvement District event on sustainability in February.



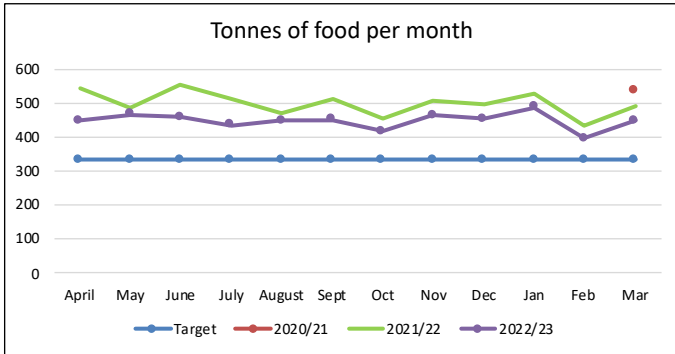
Housing

The new Housing Strategy [Bracknell Forest housing strategy 2023 to 2028 \(bracknell-forest.gov.uk\)](https://bracknell-forest.gov.uk) included our ambitions to ensure that homes within the borough are as energy efficient as possible.



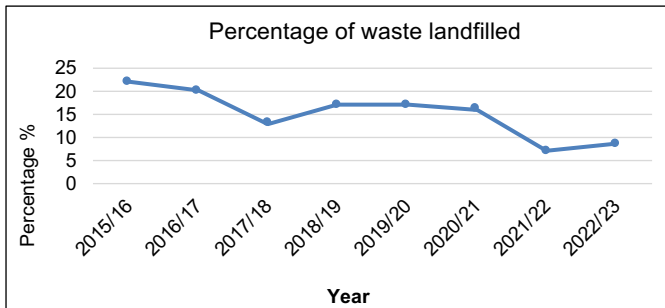
Food waste recycling

The second full year of recycling of food waste has seen 5,361 tonnes of food waste collected and processed. Whilst this is 600 tonnes less than the previous year, we are still well above our target tonnage, as shown in the chart below.



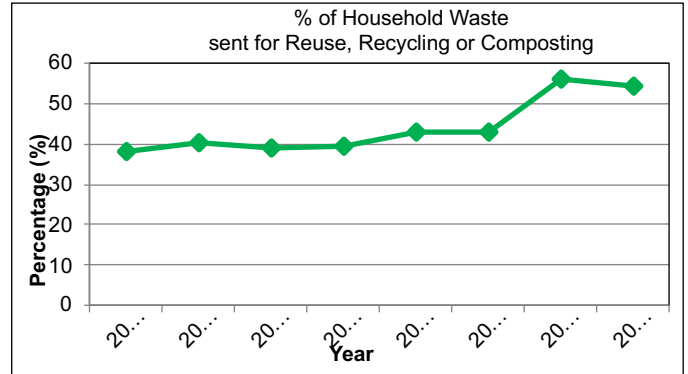
Food waste collections have also now been rolled out to an additional 640 flats during 22/23.

The landfill rate for 2022/23 was 8.5%, representing just 3,970 tonnes of waste. Since the introduction of the food waste recycling service the landfill rate has fallen and remained below 10% as shown in the chart below.



The above diversion of food waste away from landfill produces an approximate carbon saving of over 3.31 million kg of Co2e (carbon dioxide equivalent emissions) being prevented from entering the atmosphere per annum. Participation in the food waste scheme has remained exceptionally high for the second year running at around 80% of households. This compares to an average of around 40-60% in other schemes nationally.

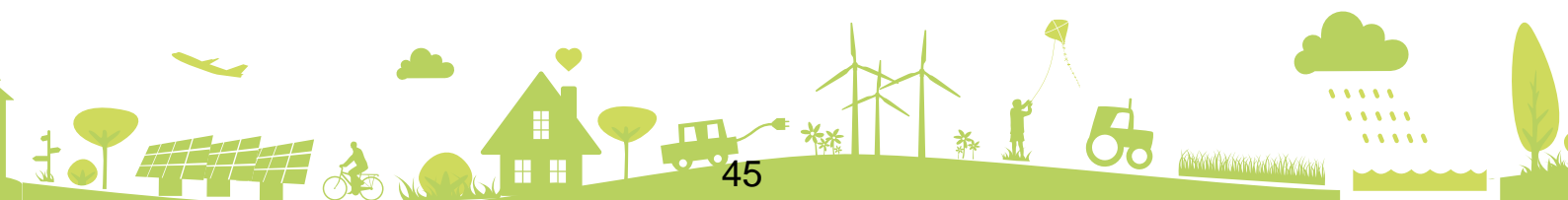
Our recycling rate (as a % of all household waste) was 54.5% for 22/23. This compares against 56% during the 2021/22 year, which in itself represented a 12% improvement on previous years. (See chart below).



Twice a year the Environmental Services team run pop-up Recycling Collection events at the John Nike Stadium (Athletics track) car park. These events are popular and allow residents to recycle small electricals and textiles. Across the 2 events held in 2022/23 a total of 3.8 tonnes of small electricals and 2.5 tonnes of textiles were collected for reuse and recycling.



The total amount of waste produced in 2022/23 was 47,000 tonnes - a 2,400 tonne reduction compared to the previous year. This significant reduction in waste was predominantly in recyclable and compostable waste types. The decrease is likely to be a result of financial pressures causing buying habits to change. The very hot, dry summer of 2022 had an impact on the amount of garden waste collected and overall garden waste was down 700 tonnes during the year when compared to 2021/22.



Highways and Transport service

The Highways and Transport service secured £100k funding to roll out 32 residential charging points across the borough. These were low wattage / fast chargers, aimed at overnight charging. The chargers have been installed at local community hubs. Looking ahead BFC will continue to help facilitate with the introduction of more EV charging points, work with businesses to increase employee charge points and react to any future funding opportunities that could increase EV charging infrastructure on highway land.



Travelling around the borough got easier in 22/23 with the launch of the new My Journey Bracknell Forest website Home | myjourney (bracknell-forest.gov.uk). The site helps residents and employees to travel more actively and sustainably around the borough. The site hosts information on walking, cycling, buses, trains, electric vehicles and community transport, as well as helpful journey planner tools.



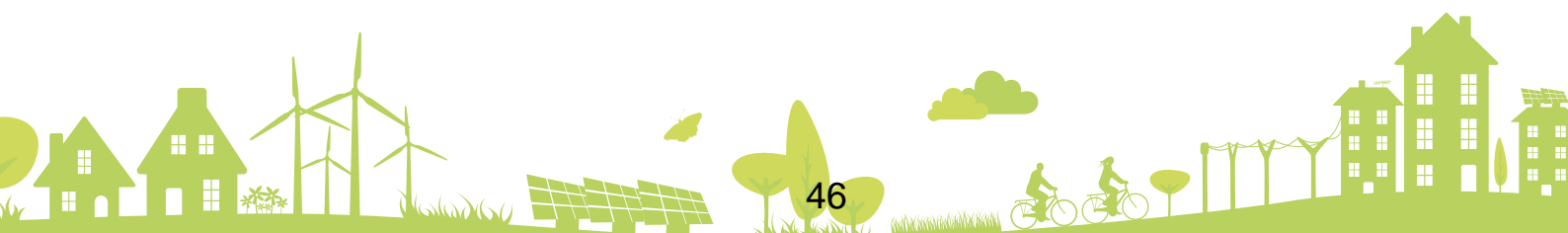
The Council's partnership work with **Eco Rewards** continued to flourish as more local schools signed up to the active travel initiative. The scheme now has 11 primary and 6 secondary schools' / colleges signed up and participating. During 2022/23 the scheme has seen a further 126,000 green miles logged, saving 37 tonnes of CO2e when compared to driving.



The Highways team and their principal contractor have also started collaborative work to help identify ways in which to reduce the CO2 emissions associated with maintenance works starting with the compound used for road re-surfacing.

Improved biodiversity

The council's approach to grass verge maintenance during 22/23 saw grass areas surrounding trees left uncut through the growing season. These actions help preserve the trees themselves, improve biodiversity, reduce rain run-off and protect wildlife species. These spaces have been signposted with highly visible bee signs.



Fleet Management

Our Transport Team continued their efforts to phase out conventional vehicles from the council's fleet and replace them with electric vehicles. This encompasses electric vehicle pool cars, Parks & Countryside electrified service vehicles, and Forestcare which has transitioned to fully electric vehicles. Our Library service is in the process of securing an electric van.



Climate Emergency UK - comparison

Climate Emergency UK co-ordinate a comparison of climate change actions undertaken by all local authorities. Councils are scored against Climate Action Scorecards and in preparation for this teams across the council came together during quarter 4 to reflect on the climate action work they are doing. The actual review and scoring encompasses all aspects of climate action, including engagement and collaboration, governance and finance, planning and land use. Bracknell Forest Council are aiming to improve on our previous score, with published findings expected in the Autumn of 2023.

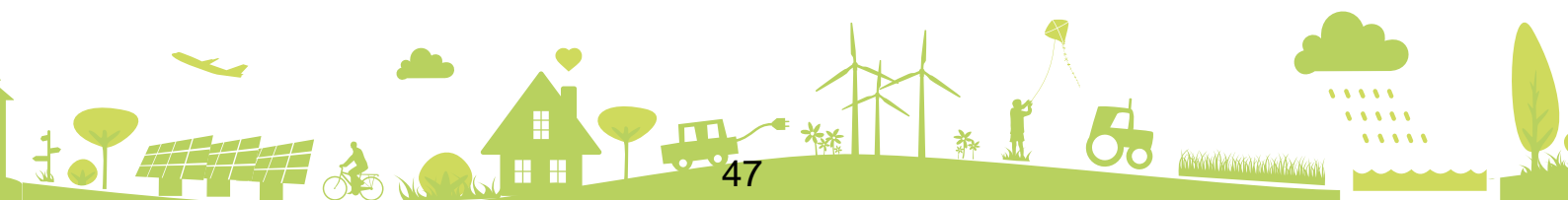
'Running out of Time'

The 'Running out of Time' relay passed through Bracknell early in Q3. The relay baton conveying climate change messages from Young People around the World travelled in the hands of volunteer runners between Glasgow (the venue for COP26) for delivery at COP27 in Sharm-El-Sheik, Egypt in November 2022.



Borough's tree cover

Increasing the borough's tree cover – A total of 1,300 new trees were planted across the borough in Q3. This includes projects such as hedgerow development and woodland regeneration. The council is also now actively promoting community orchards which have been created in Larks Hill and Lilly Hill Park.



Cambium Partnership (Council Joint Venture property development)

Creation of 52 environmentally friendly town centre homes (Coopers Hill) – climate friendly features will include:

- solar panels on the roofs of all apartments
- electric vehicle charging points
- AAA rated appliances in all homes
- 122 cycle parking bays
- sustainable drainage systems
- new paths and cycle lanes directly into the town centre



Carbon Training

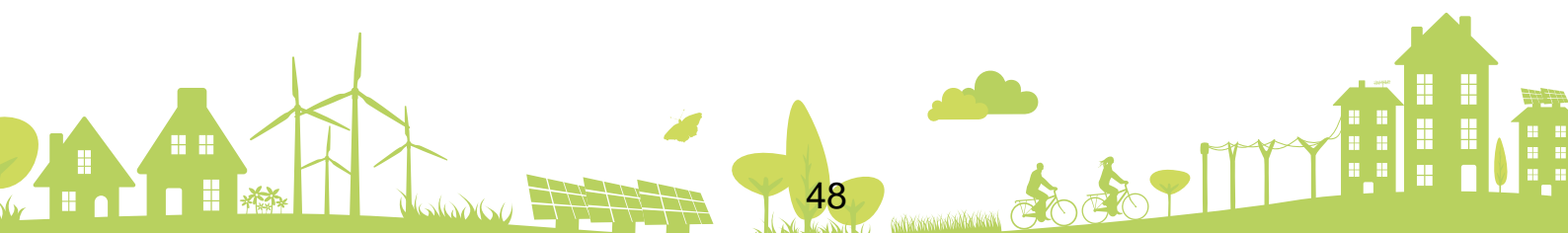
Training - in a bid to promote awareness of the impacts of climate change within everyone's lives and the work that the council undertakes we have developed a climate change e-learning module. The module is available to all employees and councillors and has now been identified as part of mandatory induction process for all new starters.

Towards the end of quarter 4 council staff were invited to complete a questionnaire on the council's approach to engaging others in and around climate change. The survey responses showed a clear commitment to addressing climate change from staff across the council, with 86% saying climate change is relevant to their work and 74% reporting at least some confidence in tackling the issue at work. Meanwhile, 83% of

respondents were committed to reducing the emissions linked to their commutes. However, the survey also identified a number of areas where improvements might be possible, including general communication with staff around climate change and support for staff to implement climate actions. Work on addressing these points will take place over the next year.

Social Housing decarbonisation project - Silva Homes

It is worth noting that the council supported Silva Homes' (our largest private social housing provider) application for wave 2 of the government's Social Housing Decarbonisation Fund. However, they were ultimately unsuccessful with their bid. A third wave of funding will become available during 23/24.



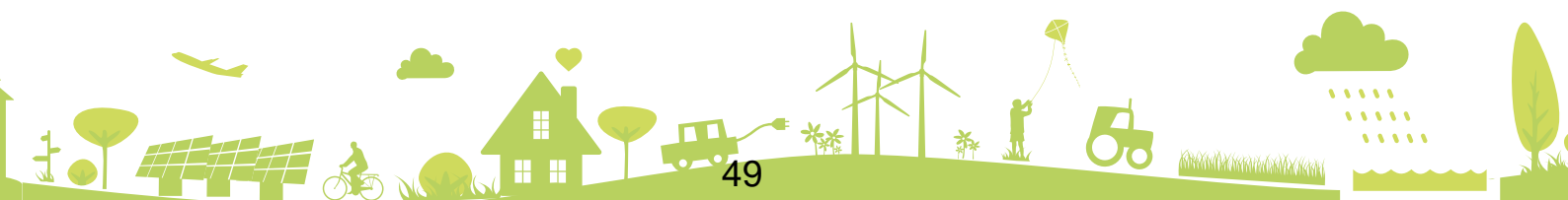
Climate Change Advisory Panel

Following the endorsement of the Overview and Scrutiny Commission, of the council's Climate Change Strategy, a separate panel was formed to provide oversight of the work and a public forum to present progress. To this end, a cross-party climate change advisory panel (CCAP) was formed. This panel consisted of 12 councillors with a common interest in supporting the implementation of the strategy and in the council becoming a net zero organisation.

Meeting bi-monthly the CCAP provided a public forum for sharing the council's journey to net zero and to demonstrate that there is credible performance management of the council's projects.

Over the course of the year, the panel received presentations on the borough's walking and cycling strategies, our efforts to retrofit the council's own buildings, and climate change related cost of living tips and tricks.

As part of the field-based reviews, the panel visited to the Oxford City Super EV charging hub in October 2022. Reviewing the layout of the hub and to hear from colleagues at Oxford City regarding the complexities of the scheme itself. This learning has been feed into Bracknell Forest council's has its own plan for its EV charging hub with the borough. One clear learning point was Oxford's lack of 'dwell time' facilities to support travelling driver's looking for refreshments and / or toilet facilities during their journey break. This point has been taken into account in the plans for the new London Road site.

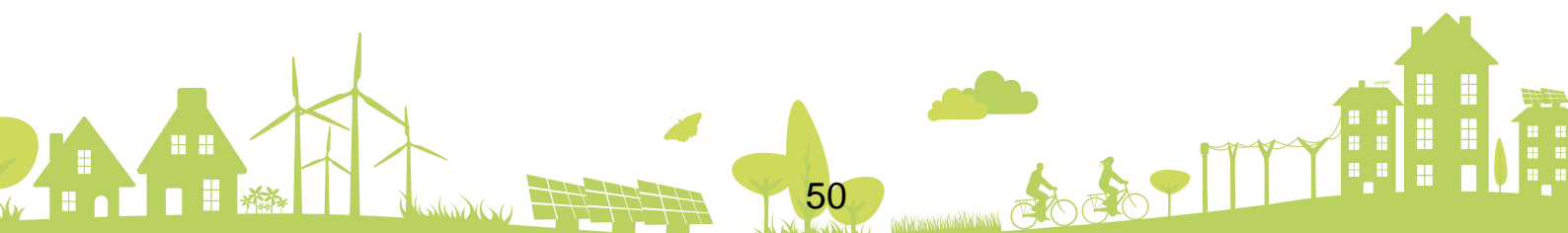


Key projects moving forwards

- **Local Plan** – once adopted the new Local Plan will tighten the expectations placed upon developers (both residential and commercial) with regards the provision of on-site renewable generation and overall energy efficiency.
- **£1M retrofit works to BFC Estate** – the Property Services team have put forward £1M worth of plans to retrofit several buildings to make them more energy efficient and to introduce renewable energy installations. These schemes will reduce energy consumption by approximately 357,966kWh (estimated 67.7 tonnes reduction of CO₂). This equates to an approximate cashable saving of £103,400 at current energy prices.
- **The Commercial Centre project** incorporates 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. This project is expected to complete during 23/24.
- **Climate Action Scorecards** results are anticipated to be published in autumn 2023; we anticipate further work to refine our approach to this form of benchmarking of the council's climate change progress in the winter of 23/24. In addition, undertaking a review of our current climate action work has provided inspiration for future projects.
- **Feasibility work investigating** the re-purposing / re-use of excess heat generated through our cremating processes has been commissioned and a project will be evaluated during 2023/24.
- The council will support a **Berkshire-wide Solar pv installation promotion** which aims to offer our residents competitively priced, quality assured solar panel and battery storage solutions for their own homes.
- There are longer term ambitions for both the Home to School transport fleet and our 3rd party contractor vehicles (waste/recycling; highway maintenance; street cleansing) to encourage transition towards EV's.



- **Our food waste collection scheme** will continue to expand to cover around 20% of flats (up to 1800 residences) in the borough.
- We will continue to investigate creating an **Electric vehicle charging** hub at London Road, supported by a solar PV farm and dwell-time facilities.



Communications and Marketing work

Climate change news stories continued to be published roughly every two weeks. Over the course of the year a grand total of 36 climate change related articles were issued by the council.

Links to some example stories are included here:
[Check your eligibility for the Sustainable Warmth scheme | Bracknell Forest Council \(bracknell-forest.gov.uk\)](#)
[Secondary schools awarded £500 for climate change projects | Bracknell Forest Council \(bracknell-forest.gov.uk\)](#)
[Installation of electric vehicle charging points begins | Bracknell Forest Council \(bracknell-forest.gov.uk\)](#)

In a world where people get a lot of their news from digital sources, Facebook, Twitter and Instagram have been key communication channels over the past year. The council has 16,000 followers on Facebook, so it is one of our most important platforms. This also has the benefit of two-way communication, with posts generating much debate between the users and messages back to the council.

The council also uses press releases, e-newsletters, the Town and Country magazine and the BFC website to communicate with our residents.

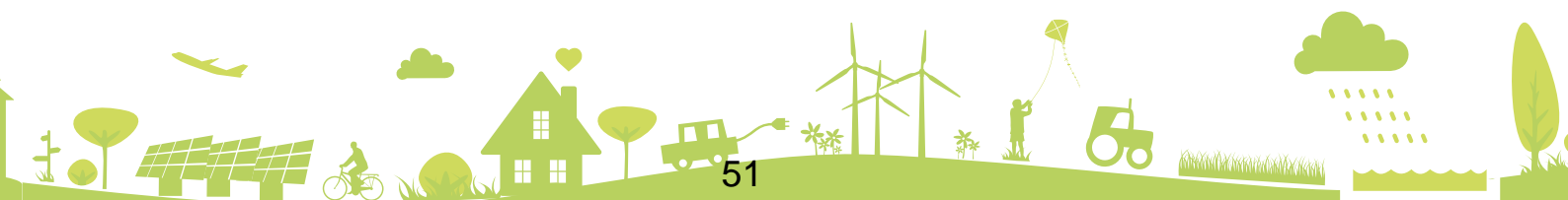
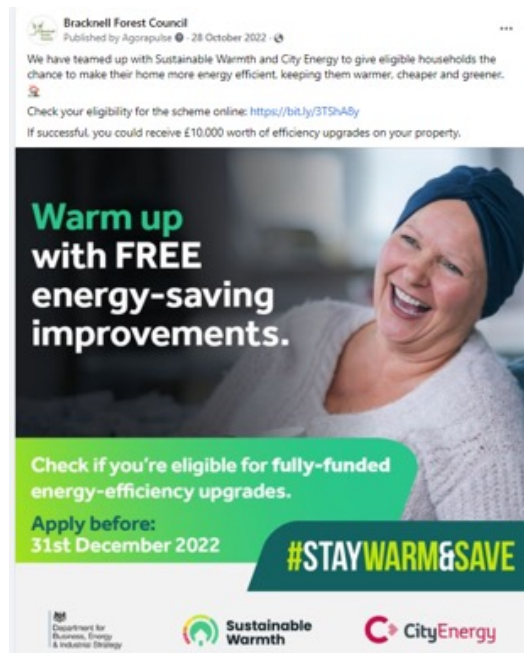
The climate change team's press releases are often picked up by the Bracknell News, and on local radio, including BBC radio Berkshire. Some examples are linked below:

[Students channel inner Greta Thunberg at climate event | Bracknell News](#)
[COP 27 'Running Out of Time' relay to pass through Bracknell | Bracknell News](#)
[Bracknell sees food waste and recycling rates increase | Bracknell News](#)
[Riders urged to explore new cycle routes in Bracknell | Bracknell News](#)

Local events like the **Forest Giants** and **Running Out of Time Relay** have generated a real focus on the area and the council's work around climate change.

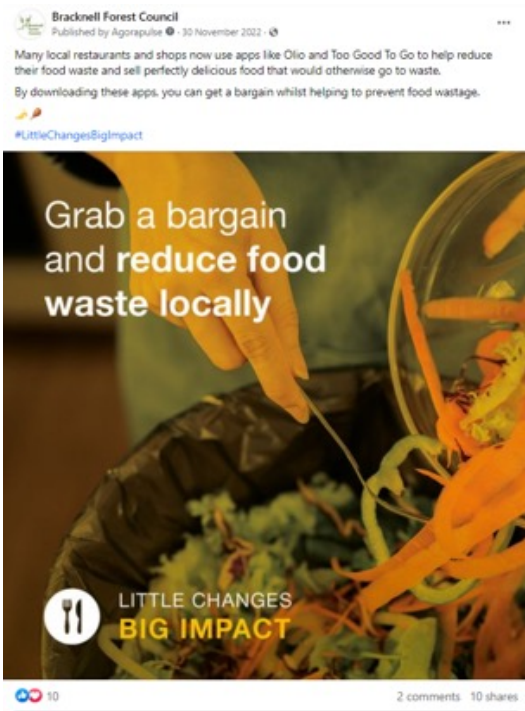


We have also utilised social media and e-newsletters channels to promote awareness of government funded schemes such as **Sustainable Warmth**.



We have launched a behaviour change campaign with residents on social media and in our newsletters called **Little Changes, Big Impact**. The campaign highlights small actions residents can make to become more sustainable and reduce their carbon footprint such as shorter showers, sustainable cooking, plus general hints and tips for energy efficiency.

Furthermore, the comms team worked to develop a shareable infographic packed with everyday climate change tips that could also save our resident's money.

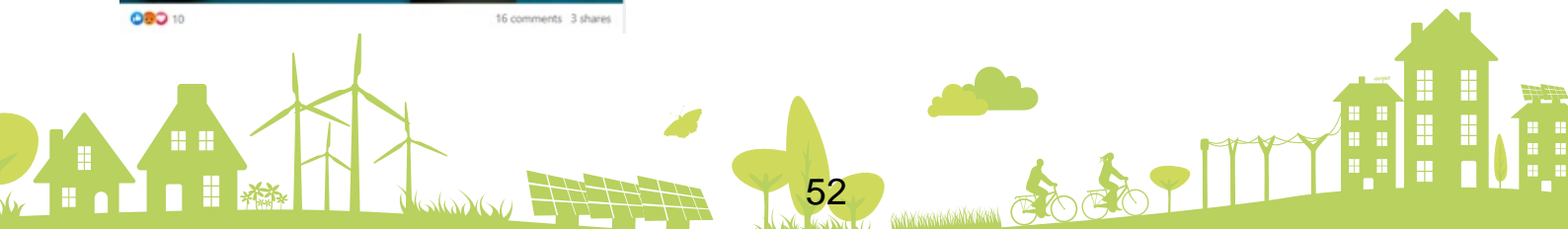


In response to the results of our engagement work, we have developed three new sections to our website for local schools, local businesses and for the wider community. Each page has been built with the audience in mind, with the business page signposting to new funding opportunities, schools page providing a range of resources for teachers, and the community page advising residents on ways to improve their carbon footprint and save money. This has received positive feedback from residents.

Looking forwards, there will be further opportunities for targeted marketing for energy efficiency at home, through schemes including, the **Home Upgrade Grant** and **Solar Together**.

Internal communications are equally as important. Messages and articles have been put in the staff magazine, Forest Views, the staff newsletter, Forest Views Extra and the staff Intranet. All of this helps to make the strategy more visible to staff and councillors alike. Having also secured a regular climate change slot in Forest Views means that the council's priority in this area stays front and centre in our thinking and planning.

There is also a climate change group on Yammer which all staff and councillors can post ideas or signpost others to articles of interest around climate change.



Wider Engagement

This report has already touched in place on the successes of our wider engagement efforts within the borough. The council will continue to build on these efforts through the coming year.

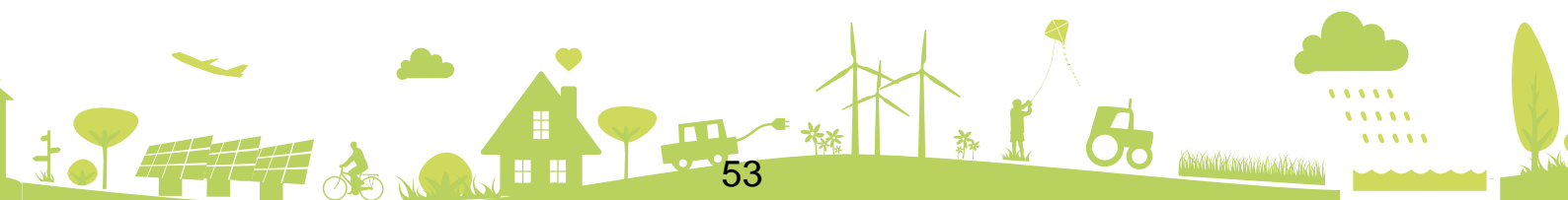
These will include engaging further with our schools and young people, building on the success of our inaugural schools' climate conference. We intend to host a second such conference during the Autumn of 2023/24. We also intend to become more active in engaging directly with school governors and school leadership teams to push further activity around climate change awareness.

The 2022 Bracknell Forest Council Business Survey, undertaken with over 500 local businesses again asked for the views of local businesses around the green agenda. Among many outcomes the results (available on the [Bracknell Forest for Business](#) webpage) indicated that a majority of Bracknell Forest businesses, including 93% of businesses with 20 or more staff, see climate change and sustainability as important. However, only a small minority have set targets to reach net zero, and the survey highlighted a number of perceived barriers including funding, knowledge and infrastructure which we will work to address in future wherever possible.

We have already begun engaging more directly with the Bracknell Businesses Improvement District (BID), the Economic and Skills Development Partnership (ESDP) and the Thames Valley Local Enterprise Partnership (LEP), to identify ways in which we can better share knowledge, experiences, and successes. Bracknell Forest Council has formed a specific working group to co-ordinate the engagement activities of council teams, the BID, the ESDP and Thames Valley Federation of Small Businesses, among others. We have also run a focus group for businesses and are planning a wider range of engagement work over the next year.

Furthermore the Berkshire Net-Zero Taskforce comprises representatives from all six Berkshire LA's plus business and economic leaders. The group is chaired by the Local Enterprise Partnership and has an ambition to collectively address and mitigate the impacts of climate change at a more regional level.

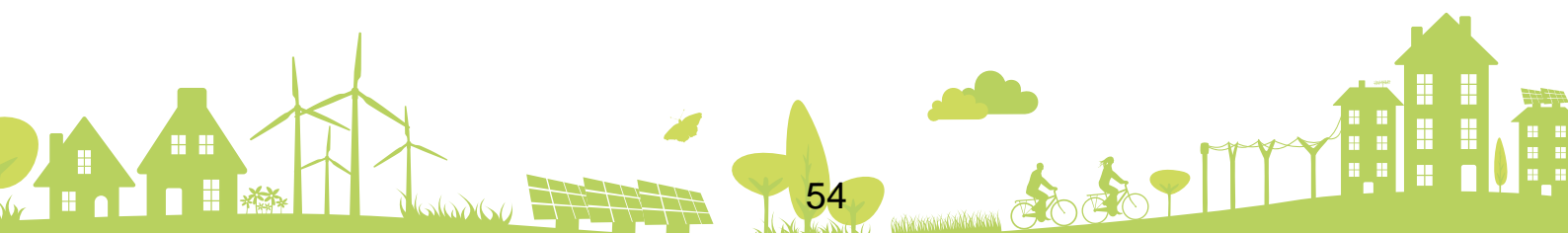
As well as broadening our business engagement next year we will follow up on work we have already started with local town and parish councils. During 22/23 we held introductory meetings with all six town and parish councils in Bracknell Forest to discuss avenues for co-operation, and we are now supporting a number of councils to measure their own carbon emissions footprints.



Related strategies and plans:

All of these strategies and plans can be reviewed on the Bracknell Forest Council website.

Strategy/plan:	Description:
Development plan	Outlines the council’s approach to making decisions on planning applications, and include requirements seeking to address climate change – for example through a requirement for sustainability statements to support development proposals and support for renewable energy development in the Core Strategy (2008-2026). The emerging Bracknell Forest Local Plan , which will replace previous policies and is yet to be adopted, includes updated, evidence-based policies to support climate action.
Local Transport Plan 2011-2026	Plans for the delivery of a sustainable transport system in Bracknell Forest which tackles climate change and is able to cope with its effects, including through improvements to bus and rail services and promoting active travel. The plan is supported by detailed strategies for walking and cycling , buses , sustainable travel to schools and sustainable modes of transport among others.
Rights Of Way Improvement Plan 2017-2027	Sets out policies to improve the network of Rights of Way in the borough, helping to support active travel choices and reduce car use.
Biodiversity Action Plan 2018-2023	Aims to conserve and enhance biodiversity in Bracknell Forest, including by responding to the threat posed by climate change and recognising the role of trees in storing CO2.
Parks and Open Spaces Strategy (2012)	Plans for the management and development of recreational green space in Bracknell Forest. Climate change adaptation and mitigation is a key priority of the strategy, including through measures such as green infrastructure.
Bracknell Forest Borough Tree Strategy	Outlines the council’s approach to managing trees, hedgerows and woodland, including supporting new tree planting, restoring ancient woodland and favouring tree retention. This supports climate change mitigation and adaptation (for example by reducing flood risk).
Bracknell Forest Health and Wellbeing Strategy 2022-2026	Sets out a joint plan for a number of local organisations including the council to improve health and wellbeing in the borough. Includes references to active travel and the facilitation of walking and cycling.
Asset Management Plan 2019-2022	Outlines the council’s approach to the strategic management of its land and property; supporting the low-carbon economy is a key principle of the plan.
Bracknell Forest Housing Strategy 2023-2028	Sets out the council’s vision to address its future housing needs, including through setting standards for new build homes and improving the energy efficiency of the borough’s housing stock.



Appendix 2

Annual Climate Change Report – Addendum

The council annual report is presented in July each year. However, due to the council elections in May 2023, this report has been delayed until September 2023. The data below bring this report up to date for its presentation to council.

Item	Target	Links to Annual report - page No.	Additional information
Green Homes Grant	12 Properties	p.9	LAD 2 - closed 30/9/22. £13k spent benefitting 5 properties. The LAD2 pot of money available to all six Berkshire LA's was underspent owing to managing agent difficulties. Although BFC were allocated notional funding of 87k, issues with the Berkshire wide implementation process preventing the council achieving its target.
Green Homes Grant	33 Properties	p.9	LAD 3 - closed 31/03/23. £273k spent benefitting 28 properties.
Warm, Safe & Well	Total budget of £66,500 to spend. To be spent over 2 year (by end of 2021)	p.9	26 vulnerable households received energy efficiency help. This cost £37,663 - an average of £1,449 per property. £28,835 has been carried forward for 23/24 allocations of which £17,519 has already been spent. The project target was changed to reflect the impact of the Covid Pandemic. Target was reset to end of December 2024.
London Road EV charging hub	RIBA stage D (full planning) by end of March 2024	p.9	The Charging Hub is at the pre-application advice stage. An initial response was received in August '23. The next stage of the programme will now go forward for more detailed work.
Green & Active Heroes	30 Active volunteers by end of 22/23; increase all parks and	p.9	There are 40 Active volunteers as at end of Q4 (March 2023). 244hrs of G&A volunteering delivered in Q4. The main achievement of the programme is to increase participation in positive activities that not only brings people together but also improves the environment.

	countryside volunteering by 10% against a 2022 baseline		
Air Quality (PM2.5 and Nox particulates)	Targets (Fine Particulate Matter) (England) Regulations 2023 for PM2.5 (i.e. the annual mean should not exceed 25 µg/m ³ and the interim target of 12 µg/m ³ to be met by end 2027 and long term target of 10 µg/m ³ by 2040.	p.10	<p>Annual reports are made to DEFRA on the two Air Quality Measurement Areas in the borough. Annual Status Reports (ASRs) are submitted every year for a calendar year of monitoring data and updates on actions undertaken. These are submitted to DEFRA for approval.</p> <p>https://decisionmaking.westberks.gov.uk/documents/s113803/11.%20AQ%20grant%20update%20Covering%20Report%20Incl%20App%20A-C.pdf</p> <p>The delivery of an air quality engagement programme with the 42 schools from the PM2.5 project commenced in March 2023. The monitoring will continue to the end of 2023 and then the data can be analysed. The school with the greatest reduction in NO2 levels will be awarded a prize, which will enable continued encouragement of active travel to school.</p>
Schools' CC Conference	£500 to be offered to each school – 100% take up and active project in place	p.10	<p>Schools are due to provide an update on their projects at the next conference. A number of schools have provided an update on their projects, in response to an information request. £500 kickstart funding -</p> <p>Kennel Lane School - forest schools project</p> <p>Easthampstead Park School - money went towards an off-curriculum day where KS3 students attended a Global Awareness Day and curricular development geared towards climate change</p> <p>Garth Hill School - Bee hotels and wildflower gardens</p> <p>Edgbarrow School - wildflower and afforestation project (ongoing) and school pond regeneration (planned)</p>
BID sustainability event	Reduce the number of businesses who have not set a target to be net zero (was 39% in 2021)	p.10	<p>No specific outcomes: the event was for information sharing and networking. Although the percentage of business reporting that they didn't have a target has reduced from 39% to 34%.</p> <p>Similar with 2021, 4% of businesses are committed to becoming net-zero by 2030 (5% in 2021) and a further 5% have targets but not a deadline (7% in 2021). Of those that have set targets, 37% are currently implementing carbon reduction measures, 6% in the next 12 months, 8% in the next 24</p>

			<p>months and 10% in the next 36 months. 27% said they will implement at a later date and 12% did not know when they would implement measures. 41% of businesses said becoming net-zero is not something they are committed to or given much thought (40% in 2021).</p> <p>Larger businesses are more likely to have some sort of commitment towards net zero – 19% of businesses with 20 or more staff said they are committed to becoming net-zero by 2030, compared with 7% of businesses with 5 to 19 staff and 3% with 0 to 4 staff.</p>
New Developments	Local Plan (once adopted)	(This is outside of the annual report)	<p>Government is encouraging the increase in ground source heat pumps and solar PV. This push comes from changes in the building regulation (Part L - setting standards for the energy performance of new and existing buildings.)</p> <p>There is no specific policy related to the use or installation of ground source heat pumps and solar PV. The existing adopted Core Strategy Policy CS12 sets on-site renewable energy generation requirements.</p> <p>The emerging Local Plan (Policy LP49) will 'encourage' rather than 'require' net zero carbon (regulated emissions) from new housing developments.</p> <p>The emerging Local Plan will also require non-residential buildings of 500sqm or above to meet BREEAM excellent standard, unless it is not viable. In such cases, the very good standard is required. BREEAM is an internationally recognised method of assessing, rating and certifying the sustainability of buildings and covers a range of issues including energy.</p> <p>Current minimum environmental sustainability requirements for new buildings with regards to regulated Co2 emissions (energy used to provide space heating and cooling, hot water and fixed lighting) and water consumption are set by the Building Regulations which all new buildings are required to meet.</p>

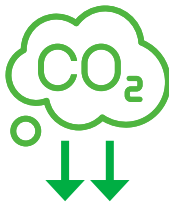
EV charging points	<p>Projected numbers by 2030</p> <table border="1" data-bbox="450 284 703 496"> <thead> <tr> <th>Speed</th> <th>No.</th> </tr> </thead> <tbody> <tr> <td>7kw</td> <td>664</td> </tr> <tr> <td>22kw</td> <td>51</td> </tr> <tr> <td>50kw</td> <td>25</td> </tr> <tr> <td>150kw</td> <td>14</td> </tr> <tr> <td>+</td> <td></td> </tr> </tbody> </table> <p>(These are projected borough-wide requirements) Electrify Vehicle Charging Facilities Booklet (bracknell-forest.gov.uk)</p>	Speed	No.	7kw	664	22kw	51	50kw	25	150kw	14	+		p.12	<p>In terms of council provided facilities there are: 36 Community Car Park charging points – two of these are 7kw, and the remaining 34 are 22kw. 2 more should be added by end of Sep 23. 20 Town Centre Car Park charging points – all of these chargers are 7kw.</p> <p>In terms of use, all charge points are used daily, with usage increasing across all sites every month. Average charging durations vary; some locations favour overnight charging (8hrs+), whilst others favour 'dwell time' - e.g. local shopping centres and multi-storey car parks.</p> <p>By July 2023 all community car park sites combined saw the equivalent of almost 6,000kWh charging per month and in excess of 300 unique charging events.</p> <p>For the next years programme, the service will be setting targets for charging events and occupancy.</p> <p>See this document for further breakdown. https://bfcouncil.sharepoint.com/:w:/r/sites/cc/corp/CCCOCOUCC15/Full%20Council/2023%20Annual%20Report/BFC%20EV%20chargepoints%20usage%20summary%20July%202023.docx?d=wb4bcd6c0e7d44000a5a0cd5fc4cbd1cb&csf=1&web=1&e=BXAUFQ</p>
Speed	No.														
7kw	664														
22kw	51														
50kw	25														
150kw	14														
+															
My Journey Bracknell	Visitors per month 50 per month Y1 (end 2023/24) 100 per month Y2 (2024/25)	p.12	2,500 My Journey Bracknell page views since the site went live (Qrt. 3) and for the last 3 months an average of 88 visitors per month. There is no quantifiable link between 'My Journey' website views and the resulting impact on CO2 reductions.												
EcoRewards participation	Deploying X QR codes across the borough. Demonstrate clear behavioural shift from baseline data at registration.	p.12	The project has already exceeded targets for organisations to reach, participation and behaviour change. The recent report to Bracknell Forest Council showed the growth in members, active and green journeys reported, demonstrated 51% behavioural switch away from driving, over 50 tonnes aggregated carbon saving compared to driving and over 200,000 green miles reported so far. This data can be split by organisation, group, area, route, mode, and time period. In particular, analysis shows the behaviour change in adults and school pupils with the most significant switches being												

	For BFC staff to make up 5% of users by December 2023.		<p>to walking and cycling. The switch to public transport has been tempered by the COVID pandemic.</p> <p>The Council will set targets and KPI's for the number of groups by type and areas to reach, the level of participation and sustained behaviour changes. EcoRewards have conduct periodic surveys to supplement and inform the transaction data captured. EcoRewards will report back on progress at agreed intervals with analysis of data collected and progress against the KPI's and towards the targets.</p> <p>At registration, we collect current mode of exercise or transport, intended active mode, usual home to work distance, and email address for their account. When combined with transactional data and survey data, we can see whether members managed to switch to active travel and how it was sustained. They are motivated to join and continue to report their journeys by the incentives built into the scheme.</p> <p>https://www.thamesvalleyberkshire.co.uk/getfile/documents/Smart%20City%20project%20cards/Smart%20City%20Cluster-Project%20Card-Eco%20Rewards-V2-RG.pdf</p> <p>https://www.ecorewards.co.uk/bracknell/schools</p>
Alternative compound use for road surfacing	To initiate a trial pilot project utilising alternative methods of compound use.	p.12	<p>Carriageway and footway construction and maintenance are very high carbon users, utilising materials that need to be manufactured at high temperatures, and then kept at high temperatures whilst being driven long distances to site and rolled before being allowed to cool down. A new carriageway recycling method has been established whereby it is possible to plane off the old surface, and using a temporary surface recycling plant, grind up the material, adding a new binder before relaying the old material as a base course. This uses approximately 95% recycled materials as it continues to use the old bitumen and aggregates which locks the existing carbon into the new road, reducing the requirements for new materials being quarried out of the ground, manufactured and then driven for many miles at very high temperatures. The council is considering trialling the hiring in of a</p>

			temporary recycling plant, once per year (in the summer months) to assist with the surfacing programme. As the machine is temporary, it would be delivered to site, set up for use, then removed at the end of the works and taken away to its next contract.
CC e-learning	For 2023/24 = 100% of new starters.	p.14	<p>A climate change e-learning module was added to the mandatory induction process in March 2023. The module is also available to any members of staff interested in using it. So far, a total of 149 people across the council have completed the online learning by Aug 2023. 91 of these people are new starters, with the remaining 58 being existing employees. Participation by Directorate can be further broken down as follows:</p> <p>Chief Executive 8 People 98 Place, Planning and Regeneration 9 Resources 9 Service Delivery 18 Unspecified 7</p> <p>It is currently unclear whether Councillors are included within the above figures, but we are looking at improving the accuracy moving forwards. The Councillors induction programme will directly reference the e-learning module.</p>

Our action towards net zero 2050: 22/23 progress update

Passed a motion reaffirming our commitment to action in the face of the climate emergency



Carbon Dioxide emission estimates for the borough reduced by 10% down 43 ktCO₂e, to 393 ktCO₂e

Supported over 60 vulnerable households with energy efficiency improvements through the Warm, Safe and Well and Green Homes Grant schemes



Completed a feasibility study for an EV charging hub on London Road

Reduced the council's direct carbon dioxide emissions by 21%

Held a secondary schools' climate change conference featuring Chris Packham



Awarded each secondary school £500 to kick-start climate projects



Launched a business climate working group to engage with key partners



Rolled out food waste collections to an additional 640 flats



132,507 miles of green journeys logged on the EcoRewards active travel scheme



Achieved a 54.5% waste recycling rate



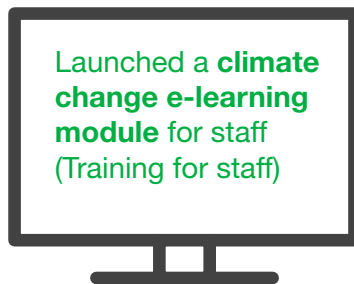
Delivered 32 new EV charging points



Launched the My Journey Bracknell Forest website to support active travel



Launched a climate change e-learning module for staff (Training for staff)



Left some grass areas uncut to improve biodiversity, signposted with bee signs



Ran two Recycling Collection events for small electricals and textiles



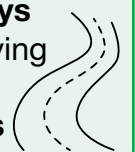
Continued to replace conventional vehicles in our fleet with EVs



Published 36 climate change-related articles (Comms and Marketing)



Worked with our highways contractor to start identifying ways to reduce road maintenance emissions



Launched our Little Changes, Big Impact behaviour change campaign



Planted 1,300 new trees across the borough



Planned £1M retrofit works to improve the energy efficiency of council buildings



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Domestic Energy Efficiency						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too	Q4 (Jan-Mar 23) update
CS12 Policy - renewable energy concepts on all new builds	ensure that properties meet a minimum renewable energy standard	Hazel Hill / Cllr Hayes	All new developments of 5+ homes or more than 500 sq metres to demonstrate measures to reduce CO2 emissions by 10% and to provide 20% of all energy consumed by on-site renewable means; all new development of less than 5 / less than 500 sq. metres to demonstrate measures to reduce CO2 emissions by 10%	Measurement of this policy commenced in Oct 2018 That was point zero.	no: of new homes meeting set criteria p.a. TARGET FIGURE of 500 p.a. (1,389 in first two years of measurement Oct 18_20).	<p>Commentary continued to be made by the outgoing Sustainable Energy Officer until late March 2023. Moving forwards CS-12 will become redundant with the adoption of the new Local Plan.</p> <p>When the new local plan is adopted it is hoped BFC will create a ring-fenced funding pot into which developers who fail to meet planning standards pay a compensatory sum. Any monies within that fund could then get spent on retrofitting the borough's least energy efficient buildings/homes and/or helping those residents living in fuel poverty. This will be further discussed with Planning.</p> <p>There is no longer much need to apply CS-12 policy and this Action Plan item will be closed.</p>
Monitor residential energy efficiency (ELMHURST database)	Updating the database including new or additional properties.	Hazel Hill / Cllr Hayes	Total number of homes on the database; PLUS total proportion (%) of homes on database that are rated D or above. The UK government has set a target for all domestic dwellings to reach band C by 2035.	Yes Oct 2018: 44,040 homes on database and 39,988 of those (90.8%) were rated D or above	To increase the total number of BF residents homes captured on the database and to increase the % of homes with a rating of D or above from the Oct 18 baseline figure of 90.8%. (Target of 0.5% increase per annum)	<p>54,737 dwellings now on the database representing 99.1% of all housing types within the borough. This includes new properties not yet occupied.</p> <p>32,926 (60.2%) of known properties are an EPC band of C or above.</p> <p>The UK government has an ambition for all domestic dwellings to reach band C by 2035.</p> <p>The officer with sole use of this software left the Authority on 31st March 2023. There may be a short hiatus whilst we seek to plug the gap.</p>

Domestic Energy Efficiency						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan-Mar 23) update
Promote (& measure) grants/funds for energy efficiency and/or renewable energy at home	LA - Flex (installing cavity/loft insulation and / or boiler replacements in BF homes)	Hazel Hill / Cllr Birch	Number of properties benefiting from LA Flex funding	Measurement began in Nov 2017 Baseline was zero at that point.	TARGET FIGURE of 400 properties to benefit p.a. (1,468 total in first 3 years of measurement Nov 17_20)	As the eligibility criteria have proved so difficult to achieve, no specific works have been undertaken in the quarter. A combination of the low-income threshold specified combined with the ECO 4 requirement to lift a property up two SAP band ratings and an exclusion of park homes has made identification of properties extremely hard.

Domestic Energy Efficiency						
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65 Promote (& measure) grants/funds for energy efficiency and/or renewable energy at home	Warm, Safe & Well scheme £54k p.a for 2yrs (funding home insulation schemes for eligible* residents)	Hazel Hill / Cllr Birch	no: of properties benefiting from WSW funding; sums of funding spent;	Measurement began in Feb 2020 Baseline was zero at that point.	Either: no: of properties benefitting p.a. or aim to spend all £108k available or both	<p>During Q4 11 measures were installed on nine properties at a cost of £12,317 (average of £1,369 per property). At end of Q4 approved spends were £37,663, but commitments bring that total up to an estimated £70,000.</p> <p>There is a risk of overspending the allocated budget by approx. £3,500 were all residents nominally registered for the scheme to proceed with identified works. The scheme is currently closed to all new enquiries whilst we complete an exercise to determine those residents who intend to proceed with works.</p>
Promote (& measure) grants/funds for energy efficiency and/or renewable energy at home	Green Homes Grant (LAD 2 scheme). Funding energy efficiency and or renewable energy improvements in E,F,G	Hazel Hill / Cllr Birch	no: of properties benefiting from funding	Zero as at Apr 2021 when scheme commenced	No: properties to benefit from retrofit work measures - dependant on average cost of measures identified and funding available	<p>This scheme is now closed.</p> <p>We are still awaiting final project closure reports, so currently do not have any metrics to provide measurement against.</p>

Domestic Energy Efficiency						
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Promote (& measure) grants/funds for energy efficiency and/or renewable energy at home	Green Homes Grant Bid 3 (Sustainable Warmth)	Hazel Hill / Cllr Birch	no: of properties benefiting from funding	Zero	No: properties to benefit from retrofit work measures - dependant on average cost of measures identified and funding available	<p>The most recent interim report highlighted that 29 eligible LAD3 homes and 5 eligible HUG homes were progressing with retrofit works. No more homes were being identified so the above numbers should not change.</p> <p>Despite BEIS (who provide the funding) agreeing to offer extensions beyond 31st March 2023, the Berkshire Managing Agent (City Works) announced in late March that they were unable to continue delivery beyond the end of March. The scheme therefore finished all delivery on 31/03/2023. We are awaiting final project closure reports.</p> <p>This scheme is now closed.</p>
Solar Together	Group-buying for solar PV and battery storage systems.	Gareth Jones / Cllr Hayes	no: of properties benefiting from installations; projected energy savings (KWh); projected CO2e reductions;	Zero	no: of properties benefiting from installations; projected energy savings (KWh); projected CO2e reductions;	In progress

Corporate Estate & Property						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan - Mar 23) update
Water/Electricity/Gas consumption within the BFC estate (to be reported annually - Q4 - based on calendar year stats)	Report on previous calendar year's figures for consumption of gas/elec/water and compare to prior records with suitable commentary against differences	Hash Patel	Previous years figures versus this year's figures	2021 figures (Tonnes CO2e) were initial baseline (2,920 gas / 2,018 gas, 78 water)* <i>Note these may need adjusting to account for alterations in composition of BFC state</i>	To reduce Tonnes CO2e emissions as low as practically possible by net zero target date of 2050	No update provided
A summary of Display Energy Certificates (DECs) in place across the BFC estate (to be reported annually - Q1 - based on EPC's held at end of financial year)	Ongoing production and distribution of 2023 DECs are occurring at present.	Hash Patel	Advisory report. Based on the report we will use this information to inform an action plan. Outcomes of the DECs.	Awaiting completion of current DEC before moving forward.	The overall target is to evaluate the advisory report and put into place appropriate measures. Progress measured through annual reports. Priority buildings are the ones with the worst score.	No update provided
Any energy saving/CO2e reducing projects within the schools estate	A summary of all CO2e reducing projects' progress within the reporting quarter	Hash Patel	Energy consumption. Reported annually.			No update provided
Any energy saving/CO2e reducing projects within the non-schools estate	A summary of all CO2e reducing projects' progress within the reporting quarter	Hash Patel				No update provided

Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan - Mar 23) update
FINAL SUMMARY of the SALIX funded energy saving reports for the BFC estate as commissioned by Atkins	A brief summary of the key recommendations from the suite of Atkins surveys and how BFC proposes to develop them	Hash Patel	Any recommended works taken forwards in to programmed activities will be reported on via lines 5 or 6 above	Nil	Any recommended works taken forwards in to programmed activities will be reported on via lines 5 or 6 above	<i>HP is to provide a summary of the Atkins survey s received - what were the key recommendations and how will BFC take these forwards in future? This summary is due at end of March 2023</i>

Transport / Highways						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan-Mar 23) update
69	<p>Increase the use of sustainable modes of transport in targeted areas</p> <p>Get more people in residential and business areas walking and cycling or using public transport, particularly where census or public health data suggests uptake is low but could be higher</p> <p>LCWIP and Emergency Active Travel Measures, work with BID to promote and increase sustainable modes of travel in Business Areas</p>	Aidan Richardson & Phil Burke / Cllr Turrell	<p>Travel in Bracknell Report which contains annual bus and rail use data along with annual cycle and walking survey data and traffic counts</p> <p>Census 2011 data (now old)</p> <p>Active Travel Survey (2015)</p> <p>DfT Propensity to Cycle Tool</p> <p>Council Staff Travel Survey</p>	Yes we consider previous years data within the Travel in Bracknell Report and we consider a measure of success to be annual increases in walking & cycling in our annual surveys, along with bus and rail patronage	No	Officers secured £30,000 funding from Active Travel England to help fund a new secure cycle parking facility in the town centre.
	Encourage more children (and parents) to cycle to school	Aidan Richardson & Phil Burke	<p>Number of children trained annually to Level 1 & 2 standard</p> <p>Number of children cycling to school as reported by annual school census data</p>	Yes we consider previous years data on numbers trained	We aim to train as many children as we can each year	<p>This quarter, 139 children received Bikeability training in school and 6 families received free cycle training.</p> <p>Wildridings Primary school took part in Sustrans Big Walk and Wheel at the end of March with 55% of students walking or cycling to school on a daily basis.</p> <p>Availability of training providers remains a challenge. Our training provider are running another instructor recruitment course in Reading in January, which we have advertised.</p>

Transport / Highways						
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Encourage more employers to support sustainable travel choices among employees	Travel Plans and Travel Information for Workplaces and work to support the Bracknell BID	Phil Burke	Number of businesses with a Travel Plan in place?	No	No	Cycle promotion and Dr Bike event held at Capitol building on Southern Business Area to engage with employees and encourage more sustainable travel. Funding for this has now ended.

Transport / Highways							
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71	Promote & facilitate greener fuel vehicles and technology	EV charge point project & Sustainable Modes Strategy	Phil Burke	Number of charges / KWH used on EV chargers in Council car parks	No	No	<p>This quarter, there have been 14 new charging sockets provided in Council car parks, 524 charging events recorded at the ORCS-funded sites and 2110 charging events in town centre car parks (18 sockets).</p> <p>The next challenge is for the Council to secure additional private investment to facilitate further expansion of chargepoints in the borough. Procurement and Legal support will be required.</p>
	Promote the use of alternative travel choices for short local trips	We are working in partnership with Eco Rewards to promote a sustainable travel incentives scheme	Phil Burke	<p>Travel in Bracknell Report which contains annual bus and rail use data along with annual cycle and walking survey data and traffic counts</p> <p>Census 2011 data (now old)</p> <p>Active Travel Survey (2015)</p> <p>DfT Propensity to Cycle Tool</p> <p>Council Staff Travel Survey</p>	<p>The Eco Rewards scheme will establish its own baseline for monitoring success</p> <p>We also consider a measure of success to be annual increases in walking & cycling in our annual surveys, along with bus patronage</p>	No	<p>This quarter, the Eco Rewards smart-phone app was released with over 1000 downloads so far; 3 more schools have joined the scheme; and the New Year challenge helped the scheme reach the cumulative milestone of 400,000 green miles logged. Unfortunately, the network the scheme depends on has deteriorated.</p>
	Monitor environmental impact of BFC-owned / leased vehicle fleet	To record annual (calendar) mileage per owned/leased vehicle for calculating emissions purposes	Matt Howlett	total mileage per vehicle per calendar year	mileage from 2019 equated to 52 Tonnes CO2 equivalent worth of emissions	to maintain or reduce total emissions down from 2019 levels	No update received.

Transport / Highways						
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Increase EV's in the Council fleet and improve charging infrastructure	Where possible replace with EV's or reduce the size of the fleet	Simon Rashbrook	no	no	ongoing	No update received.

Transport / Highways						
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Reduce emissions from Home to School transport scheme		Simon Rashbrook	No	No	Current DPS framework for HTST and Passenger Transport expires 31.08.2026	No update received.
Working to reduce no: of home-to-school transport students	Identifying incentives and alternatives to reduce no's requiring car transit	Simon Rashbrook	No	No		No update received.

Biodiversity						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too	Q4 (Jan-Mar 23) update
Facility and equipment Improvements	Any improvements to reduce the carbon footprint of our buildings and equipment.	Charlie McNish				No updates this quarter.
New - Monitor priority habitats and species 74	Monitor the status of priority habitats and species to understand changes that may occur.	Rosie Lear	Yes, BAP targets and Annual Monitoring report for Local Plan	No	Annual review	No updates received.
New - maintain habitats in good condition and control invasive non-natives	Carry out habitat management works to maintain habitats in favourable conservation status.	Rosie Lear	Yes, BAP targets and Annual Monitoring report for Local Plan	No	There are 4 targets monitoring condition of habitats in the BAP ending 2023.	No updates received.
New - improve green infrastructure through land management	Identify deficits and use land management to improve green infrastructure.	Rosie Lear	Yes, BAP targets	Yes, the Green Infrastructure Review was completed in 2017.	BAP target - Explore corridor possibilities to link at least 5 significant areas for urban biodiversity	No updates received.

Biodiversity						
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New - Increase and improve habitats that mitigate effects of climate change	Create and enhance more habitats that store carbon and water such as large trees, woodland, meadows and wetlands.	Rosie Lear	Yes, BAP targets	Yes, the Annual Monitoring Review for the Local Plan estimates the area of priority habitat types.	There are 13 BAP targets to restore and enhance habitats that would store carbon and water.	No updates received.
Improve water supply and retention to trees in order to reduce impact of warmer summers and droughts	Mulching application is used where feasible.	Charlie McNish				No updates received.
Adapt maintenance programmes for parks and open spaces to changes in the growth patterns of plants	All rangers have been asked to seek and remove areas from regular maintenance where it is no longer deemed necessary.	Charlie McNish / All rangers/ Alan Wilson				No updates received.
Increase / improve the borough's tree cover	Either plant new trees or replace existing with stocks suited to our climate	Charlie McNish				No updates this quarter.

Waste						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan-Mar 23) update
Reduce landfill waste	Reduce the % of overall waste going to landfill	Donna Cox / Cllr Hayes	% of waste to landfill	17% (19/20 figure) NI193	Reduced % of landfill waste (10% for 21/22)	To the end of quarter 3 the landfill rate was 8.8%.
Increase recycling rate	Increase the recycling %	Donna Cox / Cllr Hayes	% of ALL waste recycled; Tonnes of food waste recycled;	43% - ALL waste (19/20 figure) NI 192; Food waste recycling introduced Mar 20;	50 % - ALL waste (21/22); 4,000T food waste p.a.	<p>The recycling rate for quarter 3 is 2.1% below the same period last year. 54.9% recycling rate up until the end of Q3.</p> <p>As with the previous 2 quarters the food waste being recycled remains lower than last year, likely to be related to the costs of food increasing significantly. April to December 2022 food waste recycled is 4034 tonnes, this is 500 tonnes less than last year.</p> <p>The dry recycling is also down compared to the previous year, again likely to be cost of living related as people buy less, there is less packaging to dispose of. 3964 tonnes of dry recycling so far this year, this is 600 tonnes less than last year.</p>

Waste						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan-Mar 23) update
Decrease waste per household	Decrease the total waste per household in kgs - this includes all types of waste	Donna Cox / Cllr Hayes	Kgs waste per household per annum	974kgs waste per hh (19/20 figure)	Reduce kgs per hh (below 975kg p.a)	35040 tonnes of waste has been produced up until the end of Q3 this year, this is down by 2140 tonnes compared to the previous year. The majority of the reduction is in recyclable and compostable wastes: food, recyclable packaging and also garden waste. Overall, waste is down 5.75%
Seek to measure emissions (& encourage reductions) in the environmental impact of waste contractors' vehicles	Maintain or reduce vehicle emissions	Claire Pike / Cllr Hayes	Average Kg CO2e emitted by fleet vehicles per mile	3.12Kg CO2e per mile (2020/21)	maintain or reduce Kg CO2e emitted per mile	No update this quarter.

Procurement						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan-Mar 23) update
Ensure Climate Change mitigations are reflected within procurement documents	Use Procurement Register to capture CC strategies of our suppliers	Head of Procurement	None	None	None	Awaiting implementation of the Bracknell Forest Local Plan (BFLP). The BFLP is currently being examined. The hearing sessions have been held and the Inspector's post hearings letter has been received which sets out proposed main modifications needed to make the Plan sound.

Air Quality	Air Quality					
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan-Mar 23) update
79 PPP Defra AQ Grant 2021/22 (Monitoring NO2 and PM2.5 emissions)	Invest in technology to capture NO2 and PM2.5 particulate matter concentrations	Jason Webb / Cllr Harrison	No: sites being monitored; NO2 and PM2.5 results from those sites;	Zero - no monitoring in place	NO2 and PM2.5 data to baseline future measurement against; a range of interventions targeted at helping reduce NO2 and PM2.5 measures further	<p>PPP and AECOM have now finished the PM2.5 monitoring in the 14 Schools, and they will be receiving their reports this April. None of the schools have breached the National Air Quality Standards for PM2.5 and PM10.</p> <p>WSP have also contact the 14 schools to run either an assembly or lesson (of failing that a teaching pack will be provided) to help educate those about idling.</p> <p>The survey results for the anti-idling poster campaign will be available for next quarter.</p>
Idling vehicle actions	Enforcement on idling vehicle engines within the borough	Jason Webb / Cllr Harrison	Recorded number of incidences	Actions will commence in 2021		No update received.

Air Quality	Air Quality					
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too	Q4 (Jan-Mar 23) update
Testing vehicle emissions	Enforcement on poor vehicle emissions in the specific AQMA areas	Jason Webb / Cllr Harrison	Number of stops initiated and no: of penalties awarded	Actions will commence in 2022		No update received.
Monitor and improve Air Quality (ANNUAL SUMMARY ONLY - Q3)	Reporting on 2 x specific AQMA's with aim to reduce levels of NO2	Charlie Fielder / Cllr Harrison	Annual report sent to DEFRA every June - have to achieve National Air Quality Objectives (NO2, PM10 levels)	NO2 measurements recorded since 2000. 2020 return was favourable.		No update received.

Planning					
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too
Emerging Bracknell Forest Local Plan - flood risk	Emerging policy on flood risk requires development to avoid areas at risk of flooding	Sarah Slade	Development to avoid areas at risk of flooding	2022	Number of appeals allowed when refusal is on grounds of flood risk
Emerging Bracknell Forest Local Plan - sustainable construction 81	Emerging policy on sustainable construction requires a reduction in carbon emissions or net zero emissions for new dwellings, water efficiency standards and sustainability standards for non-residential development (These requirements are emerging will be updated in the next version of the Local Plan. N/B all the policies are draft and not yet adopted.)	Sarah Slade	Major new residential development - net zero for regulated emissions; all other residential development minimum 19% reduction in emissions; residential development water use 110/litres/person/day; non-residential development of 500sqm or above to meet BREEAM excellent standard	2022	Percentage of major residential development not meeting zero carbon standard; Percentage of all other residential schemes not meeting 19% improvement in the dwelling emission rate over the target emission rate; Percentage of residential development not meeting water efficiency standard of 110 litres/person/day; Percentage of non- residential development of 500sqm or above not meeting BREEAM 'excellent' or equivalent;.
Emerging Bracknell Forest Local Plan - SUDS	Emerging policy on Sustainable Drainage Systems (SUDs) requires SUDs for major development and development in areas at risk of flooding	Sarah Slade	SUDs required for major development and development in areas at risk of flooding	2022	Number of appeals allowed when refusal is on grounds of no/inadequate SuDS provision.;Number of planning applications including SuDS provision permitted.

Planning					
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)
Sustainability Appraisal of the Emerging Bracknell Forest Local Plan	Examines how each policy in the emerging Local Plan contribute to achieving sustainable development (e.g. level of, location of and requirements for development)	Cathy O'Connor	Wide ranging measures proposed through the BFLP and SA	2022	

External Projects supported by BFC						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Q4 (Jan-Mar 23) update
Retrofit the Silva Homes owned domestic housing stock	Bidding for Social Housing Decarbonisation funding (2nd wave)	Climate Change Officer (Assisting)	no	no	no	Bid unsuccessful; awaiting news of next tranche of funding - project will move to completed tab next quarter.

Finished Projects						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too	Final Update
Promote (& measure) grants/funds for energy efficiency and/or renewable energy at home	Green homes voucher scheme. Supporting residents to apply for 2/3 funding towards energy efficiency and / or renewable energy improvements	Hazel Hill /	no: of homes/residents applying to the scheme	Zero as at Sept 2020 when scheme commenced	The no: residents applying to the scheme p.a.	Q3 21/22 - item removed as BFC had no oversight of households making applications
Plan for impacts of climate change on species and habitat conservation and migration	Not planned.	Alan Wilson / Marlies Boydell	No	No	Yes, complete a review which was done in 2015.	Q3 21/22 - item removed as BAU within Natural Estate team's work activities
Implement climate change cross-cutting themes in Biodiversity Action Plan (BAP)	Ongoing work on the BAP	Alan Wilson / Marlies Boydell		No	There are 18 targets in the General Themes section of the BAP.	Q3 21/22 - item removed as BAU within the BAP
Encourage public to have more environmentally friendly gardens	Year of the Garden 2020	Alan Wilson / Marlies Boydell		No	This project contributes towards the Urban habitat section of the BAP. There are 15 targets.	Q3 21/22 - item removed as BAU within the BAP
Promote (& measure) grants/funds for energy efficiency and/or renewable energy at home	Green Homes Grant £900k (LAD 1A scheme). Funding energy efficiency and or renewable energy improvements in E,F,G fuel poverty homes.	Hazel Hill / Cllr Birch	no: of properties benefiting from funding	Zero as at Oct 2020 when scheme commenced	90 properties set to benefit in 6 month grant period (Oct 20_Mar 21)	Q2 21/22 - 99 properties benefited from a total 123 energy improvement measures. Estimated £300 annual energy bill savings per h/hold and removal of 118 tonnes of CO2e

Finished Projects						
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Avoid peat products and suppliers who use peat.	Avoid the use of peat compost and only source from suppliers using peat-free compost.	Charlie McNish	No	No	All compost and plant orders to include peat-free confirmation in writing.	Closed as now BAU
Anearobic Digestion Plant	Investigate installation of an anaerobic digestion plant (converts food waste to biogas or fertilizer)	Damian James / Cllr Hayes	Tonnes of waste diverted from landfill; energy (KWh) generated from waste; Kg of fertilizer generated from waste	Zero	Not yet set - feasibility study only	
Retrofit the Silva Homes owned domestic housing stock	Bidding for Social Housing Decarbonisation Funding (Wave 1)	Hazel Hill (Assisting)	no	no	no	
Improving energy efficiency within the corporate estate through decarbonisation scheme. New energy purchase contract signed with EDF Blue Energy	From Apr 21 all electricity supplied to BFC estate will come from 100% zero carbon sources	Hash Patel	KWH energy & CO2	Previous to Present KWH/CO2		complete Q4 20/21 - all electricity guaranteed as supplied from non-fossil fuel sources
Circular Walks/cycle rides	Series of 5 circular walks / cycle rides developed for summer holiday launch	Aidan Richardson & Phil Burke	N/A	N/A		Routes published / live on web pages as of Q3 22/23
Ensure Climate Change mitigations are reflected within procurement documents	Project specific. Climate change covered in Strategic Procurement Plans (SPP)	Head of Procurement	None	None	None	Q2 21/22 -All SPP's include environmental impact and/or mitigation considerations

Finished Projects						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too	Final Update
Promote (& measure) grants/funds for energy efficiency and/or renewable energy at home	Warm Homes Grant up to £2.8M (converting BF homes to gas supplied heating)	Hazel Hill / Cllr Birch	Number of homes converting to gas	Records began in Feb 2019. Baseline was zero at that point.	To upgrade 125 properties in total	Q2 22/23 - project funding closed at end of 21/22. 101 homes benefited from a total of £482,000 worth of works.
Reduce water use in identified council buildings.	Installing AMR meters across the estate	Hash Patel	m3 water consumption; co2 reductions	ongoing	5% reduction per annum	By end of Q3 2022 we will have a recorded consumption for most of our sites. Reporting on water consumption will continue within a new line on the action plan.
Monitor Energy Performance of Buildings & Highway assets	Display Energy certificates	Hash Patel	CO2 rates, KWH energy	Grade D and above	By 2030	(Q3 22/23) Withdrawn as a quarterly measure. Specific EPC reporting will continue on an annual basis within the action plan.
Report on specific projects delivering energy efficiencies in BF properties	Comment on specific energy saving projects within the BFC estate (excluding schools)	Hash Patel	KWH energy & CO2	Previous to Present KWH/CO2	15% saving from previous	(Q3 22/23) Withdrawn in current guise. Separate reporting will continue within the action plan.
Feasibility studies - retrofitting the corporate estate	Procuring a series of feasibility studies (with Atkins) to identify retrofit energy saving opportunities on corporate buildings	Hash Patel	No	No	No	(Q3 22/23) Studies were completed and formed basis of an initial £1M capital investment programme launched for 23/24.

Finished Projects						
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Report on specific projects delivering energy efficiencies in BF schools	Comment on specific schools estate thermal efficiency improvements	Hash Patel	KWH energy & CO2	Previous to Present KWH/CO2	15% saving from previous	(Q3 22/23) Withdrawn in current guise. Separate reporting will continue within the action plan.
Greening energy use: reducing energy costs £1M funding works for 23/24 87	Investing in range of repairs or replacement of elements of 9 buildings and incorporating several replacement heating systems, deploying Photo Voltaic (PV) solar cells and increase insulation to buildings. (23/24 planned works)	Hash Patel/ Kamay Toor	Reduced energy bills, reduction in GHG related to energy consumption	The council spent just over £2.1 million in 2021-22 on its utility costs. During 2022 Q1 the Council spent £327,586 this is 43% up since 2021 Q1 and the projection is that energy costs will continue to rise steeply. Costs are projected to increase by around 300% within the next 12 months.	These schemes will reduce energy consumption by approximately 357,966kWh (estimated 67.7 Tonnes reduction of CO ²). This equates to, approximate saving of £103,400 at current energy prices (05/08/22).	(Q3 22/23) - moved to completed section as these are now planned and progress will be reported within existing lines on corp estate and property tab
Convert all highway infrastructure to low voltage/LED technology where possible	Complete all underpasses, bollards, directional sign lights and traffic light systems to	Osmond Faleiro / Cllr Turrell				Q2 (21/22) - Closed as all works complete

Potential projects						
Name of project / work	Brief description of project / work	Lead Officer / Lead Member	Please state any indicators / measures linked to monitoring progress on this work	What is / was your baseline measure at the commencement of this project/work?	What is your end target to achieve in relation to this project/work and how will it be measured / progress reported on? (please indicate a projected end date for project completion too)	Most recent Update (with quarter updated)
Greening workforce transport (phase 1)	Moving intra-borough work related journeys from fossil fuel cars to EV's (options to encourage lease or purchase of Evs)	Alix Scott	Ess user costs; Mileage claim costs; mTco2e	19/20 Costs from HR: essential user payments of £366k pa; current mileage claims of £352k pa; Est: Carbon footprint of 20,424mTco2e p.a.	reduce figures in column E	Alix Scott (Business Change) investigating options (Q2 22/23)
Greening borough transport (phase 2)	Creating an EV car club for residents to access / utilise greener cars for all travel purposes	tbc				tbc
Green Infrastructure Strategy ∞ ∞	A Green Infrastructure Strategy (GI) is being prepared to help implement the GI policy of the emerging Bracknell Forest Local Plan (BFLP). The GI Strategy will also help identify opportunities to better link people and wildlife across the landscape in the face of climate change.	Jonathan Salmon	Progress on the draft GI strategy		Completion target of May 2022. Implementation will be monitored through the BFLP.	Project Lead assigned. Awaiting implementation of the new Local Plan (Q3 22/23)
Library Home Delivery Service vehicle to be replaced by zero emission vehicle		Matt Howlett				tbc
Licensing	Manage limitations on taxi emissions via licensing policy review	Julia O'Brien / Cllr Harrison	Number of licenses awarded with tighter emissions restrictions; no: of EV taxis in borough	Actions may commence in 2022		tbc
Heat pumps in parks - a toolkit for cutting carbon and generating income	Installation of heat pumps across parks in the borough.	Gareth Jones/Faith Everett	A reduction in GHG in relation to per building emissions. A reduction in costs to heat per property.			Initial research phase. Update expected in Mar23

Potential projects						
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Recycling of excess heat from cremating process.		Gareth Jones/Faith Everett				(Q4 22/23) - project initiated with Atkins conducting a feasibility study
Decarbonisation funding	Secure decarbonisation funding	Hash Patel				In progress (Q3 22/23)
Schools solar PV	Putting together application for general solar PV at all our maintained schools for circa £500k.	Hash Patel				In progress (Q3 22/23)
London Road Landfill Site energy hub	There are potential opportunities within this project for funding and green projects.	Stuart Jeffries / Damian James				Initial feasibility completed; planning pre-app next (Q3 22/23)

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Climate Change Items - 2019 - 2023

Committee	Date	Attendees	Note	Link to minutes
Council	15/01/2020	Councillors Mrs McKenzie (Mayor), Ms Merry (Deputy Mayor), Allen, Atkinson, Bhandari, Dr Barnard, Bettison OBE, D Birch, Mrs Birch, Brossard, Dudley, Finch, Ms Gaw, Gbadebo, Mrs L Gibson, MJ Gibson, Green, Mrs Hamilton, Harrison, Mrs Hayes MBE, Heydon, Leake, Mrs McKenzie-Boyle, McLean, Mrs Mattick, Mossom, Neil, Parker, Temperton, Tullett, Turrell, Virgo and Wade	<p>Deputation Submitted Under Council Procedure Rule 9. In accordance with Council Procedure Rule 9 (Public Participation), a deputation was submitted by Ms C Hawkins, resident of Northcott, Hanworth on behalf of Extinction Rebellion Bracknell. The full text of the deputation is set out below:</p> <p>Bracknell Extinction Rebellion calls on the Council to:</p> <ul style="list-style-type: none"> - Declare a Climate and Ecological Emergency (CEE) - Pledge to make Bracknell Forest carbon neutral by 2025, taking into account both production and consumption emissions - Call on Westminster to provide the powers and resources to make the 2025 target possible - Work with other governments (both within the UK and internationally) to determine and implement best practice methods to limit Global Warming to less than 1.5°C - Make action on the CEE part of all of the Council's strategies and plans, working with partners across the town and region to deliver this new goal - Report to Full Council within six months with the actions the Council will take to address this emergency. <p>In speaking to the meeting Ms Hawkins referred to the Climate and Ecological emergency as the defining issue of our times and that Bracknell Extinction Rebellion called upon those present to declare a Climate and Ecological Emergency. In response the Leader of the Council, Councillor Paul Bettison OBE thanked Extinction Rebellion, Bracknell, for raising the important issue. He stated that the Council had unanimously, by all three parties, committed itself to becoming carbon neutral by 2050. The Council was actively working on a new Climate Change strategy with Members and Officers, working together, to achieve this important objective. He added that addressing man-made climate change was not a new policy area for the Council, or the Council's thinking and planning with formal commitment to this action since 2013. He reported that the Overview and Scrutiny Commission had embedded the review of the council's actions in respect of these commitments throughout the four-year work programme. He cited a number of examples which demonstrated the Council's commitment and actions taken. He stated that he believed the Council had set ambitious goals and the Council would achieve them. He concluded that everyone in the Bracknell Forest Council area needed to embed climate changing actions into their day to day actions and behaviours.</p>	15th January 2020
Council	24/02/2021	Councillors Ms Merry (Mayor), Gbadebo (Deputy Mayor), Allen, Atkinson, Bhandari, Dr Barnard, Bettison OBE, D Birch, Mrs Birch, Brossard, Brown, Brunel-Walker, Dudley, Finch, Ms Gaw, Mrs L Gibson, MJ Gibson, Mrs Hamilton, Harrison, Mrs Hayes MBE, Ms Hayes, Heydon, Mrs Ingham, Kennedy, Kirke, Leake, Mrs McKenzie, Mrs McKenzie Boyle, McLean, Mrs Mattick, Mossom, Neil, Porter, Skinner, Temperton, Tullett, Turrell, Virgo and Wade	<p>Climate Change Strategy Climate Change Strategy was agreed. As an early signatory to Nottingham Declaration in 2007 the Council had an overall objective to become carbon neutral by 2050 in line with Government Policy. The Strategy included 41 separate key projects and an Advisory Group to support the Executive Member was being established. Vehicle Emissions & Air Quality agreement to enforce 1986 Regulations relating to vehicle idling in Air Quality Management Areas would focus on engagement before enforcement and give power to adopt enforcement where necessary. Councillor Temperton asked whether schools could be involved in designing the promotional material to reduce vehicle emissions and improve air quality. Councillor Bettison OBE agreed that this was a helpful suggestion as it was good practice to get young people involved in such projects so that they can help raise awareness to their own parents.</p> <p>Councillor Temperton asked whether the Climate Change Strategy could be placed in a prominent position on the Council's website to reflect that it is the core of the Council's decisions. Councillor Bettison OBE agreed that in all communications, where appropriate, climate change would be central and remain visible. Councillor Temperton stated that the previous year's school plans plan predicted numbers were more accurate than ever before so queried what had changed in the process. Councillor Dr Barnard replied to this compliment that no algorithm was behind the predictions but the hard work of the officer team to create a modelling tool to assess the data available. Councillors Bettison OBE advised, in response to Councillor Ms Brown's question, that officers from the Public Protection Partnership would undertake air quality testing and would approach people in cars to explain what they were doing and how reducing emissions would improve air quality. He hoped that educating residents would assist in developing support for these improvements</p>	24th February 2021
Council	13/07/2022	Councillors Bhandari (Mayor), Mrs L Gibson (Deputy Mayor), Allen, Atkinson, Dr Barnard, Bettison OBE, D Birch, Mrs Birch, Brossard, Brown, Finch, Ms Gaw, Gbadebo, MJ Gibson, Green, Harrison, Mrs Hayes MBE, Heydon, Kennedy, Kirke, Leake, Mrs Mattick, McLean, Ms Merry, Neil, Porter, Temperton, Turrell and Virgo, Councillors Angell, Bidwell, Dudley, Mrs Hamilton, Ms Hayes, Mrs McKenzie-Boyle, Skinner and Wad	<p>Energy Efficiency Awards. Councillor Mrs Hayes, MBE, Executive Member for the Environment was pleased to report that Bracknell Forest Council had won the Regional Council or Local Authority Body of the Year award at the South East Regional Energy Efficiency Awards. Hazel Hill, Sustainable Energy Officer explained to the meeting that the Local Authority of the Year award recognised all the work achieved over the previous year, including:</p> <ul style="list-style-type: none"> - conducting improvement work to the borough's most fuel inefficient homes, almost 700 households in the past year - consulting with new developments in the borough to ensure they meet renewable energy requirements - bidding for government grants to fund future improvement work, such as insulation and cavity walls to make homes in the borough more energy efficient - identifying homes still using electric storage heaters and connecting them to the mains gas network She stated that Bracknell Forest had been named as having the 5th lowest number of people in fuel poverty in the UK and the borough also had an average of a band C Energy Performance Certificate (EPC) rating across all its homes. <p>The Climate Change Strategy, first published in January 2021, included the requirement to provide annual updates to Council. The action plan consists of 46 projects and key projects delivered in 2021/22 included: • Energy efficiency improvements • Implementation of kerbside food waste collection and residual waste change • Various highways initiatives improving active travel • CO2 emissions reduced from 6,178 tonnes in 2019 to 5,028 tonnes in 2021 The Climate Change Annual Progress Report was recommended to Council.</p> <p>The Executive had been updated on the Greening Waste Collection which was an important part of Climate Change Strategy. Food recycling was first introduced 1 March 2021 with residual refuse collection frequency extended to 3 weeks. Over 6,000 tonnes of food waste had been collected. Overall recycling rate increased from 43% to 56% with landfill rate reducing from 16% to 7%. This has resulted in Bracknell Forest Council now being in the top 40 authorities for recycling</p> <p>Annual Progress Report On the proposition of Councillor Mrs Hayes MBE, Executive Member for the Environment, seconded by Councillor Virgo it was RESOLVED that the Climate Change Action Plan Annual Progress Report, as circulated with the supplementary report, be noted and approved.</p>	13th July 2020
Council	30/11/2022	Councillors Bhandari (Mayor), Mrs L Gibson (Deputy Mayor), Allen, Atkinson, Dr Barnard, Bettison OBE, Bidwell, D Birch, Mrs Birch, Brossard, Brown, Finch, Ms Gaw, Gbadebo, MJ Gibson, Green, Mrs Hamilton, Harrison, Mrs Hayes MBE, Heydon, Kennedy, Mrs Mattick, McLean, Mossom, Neil, Porter, Skinner, Temperton, Turrell, Virgo and Wade, Councillors Ms Hayes, Mrs Ingham, Mrs McKenzie, Mrs McKenzie-Boyle and Ms Merry	<p>Petition submitted under Council Procedure Rule 9 In accordance with Council Procedure Rule 9 (Public Participation), Council received a presentation and petition from Ms K O'Neal on behalf of Bracknell Climate Change Action Group. Councillor Mrs Hayes MBE responded on behalf of the Council.</p> <p>Full minute note included in link</p>	30th November 2022

Executive	28/01/2020	Councillors Bettison OBE (Chairman), Dr Barnard (Vice-Chairman), D Birch, Brunel-Walker, Harrison, Mrs Hayes MBE and Heydon, Councillor Mrs Temperton	<p>Greening Waste Collection Arrangement</p> <p>RESOLVED that:</p> <ul style="list-style-type: none"> i. Bracknell Forest Borough's impact on Climate Change be reduced, through the introduction, from 5 October 2020, of a weekly food waste collection service ii. a programme of communication be launched to maximise the participation of residents and business to reuse and recycle their waste, minimising residual waste going to landfill iii. performance of the food waste collection service to be maximised and the refuse capacity is reduced by changing collection frequency to once every three weeks (from two weeks). 	28th January 2020
Executive	28/04/2020	Councillors Bettison OBE (Chairman), Dr Barnard (Vice-Chairman), D Birch, Brunel-Walker, Harrison, Mrs Hayes MBE, Heydon and Turrell	<p>Record of Decision</p> <p>TITLE: Utilities - Supply of Water and Waste Water</p> <p>PURPOSE OF DECISION To approve the Procurement Plan for the procurement of Water and Wastewater</p> <p>DECISION That the Procurement Plan for the appointment Water and Wastewater supplier to the Council in annex A of the report from the Executive Director: Delivery be approved.</p> <p>REASON FOR DECISION:</p> <p>There is a requirement of the Contract Standing Orders that any contracts in excess of £181K are required to go to a formal tendering process to ensure value for money and compliance with legislation.</p> <p>To ensure that the Council has an effective and reliable water utility supply contract in place to deal and has affective management of this vital resource.</p> <p>Presently all water invoices are sent directly to site for coding therefore there is no affective management of this utility and it is recommended that it is brought into central control at Time Square to manage the water supply contract, consumption and invoicing. Water &</p> <p>Wastewater have consequential Climate Impact by centralising the account it will be easier to monitor and verify the effect of this supply to climate change, within the Climate Action Plan.</p>	28-Apr-20
Executive	26/01/2021	Councillors Bettison OBE (Chairman), Dr Barnard (Vice-Chairman), D Birch, Brunel-Walker, Harrison, Mrs Hayes MBE, Heydon and Turrell	<p>Record of Decision</p> <p>TITLE: Climate Change Action Plan update</p> <p>PURPOSE OF DECISION To provide an update on progress made reviewing the Council's climate change action plan</p> <p>RESOLVED that</p> <ul style="list-style-type: none"> i.the Climate Change Strategy and action plan is agreed. ii.the formation of an all Member climate change advisory group is agreed <p>REASON FOR DECISION</p> <p>In Bracknell Forest Council Motion (02/2019), passed at Full Council on 17 July 2019, the council committed to becoming a net-zero greenhouse gas emitting borough by 2050.</p> <p>The motion states: <i>"This Council strongly believes in the need to continue its work to address the impact of man-made Climate Change on our local communities. To this end, this Council asks the Executive to develop detailed action plans with measurable ambitious annual targets and an annual report to address this pressing matter to ensure that the Council meets the government target of eradicating its net contribution to climate change by 2050"</i></p>	26-Jan-21
Executive	09/02/2021	Councillors Bettison OBE (Chairman), Dr Barnard (Vice-Chairman), D Birch, Brunel-Walker, Harrison, Mrs Hayes MBE, Heydon and Turrell	<p>Record of Decision</p> <p>TITLE: Vehicle Emissions and Air Quality</p> <p>PURPOSE OF DECISION</p> <p>The report sets out policy proposals to introduce an enforcement regime with respect to vehicle emissions. The report follows recommendations from the Licensing and Safety Committee on the 24th October 2019 who Resolved that 'the Committee recommended officers consider the implications of adopting the delegated powers for dealing with idling vehicles, including taxis.</p> <p>DECISION:</p> <ul style="list-style-type: none"> i.the Council should as a matter of Policy enforce the provisions Road Vehicles (Construction and Use) Regulations 1986 in so far as they relate to idling of vehicles and where appropriate to do so to issue fixed penalty notices in accordance with The Road Traffic (Vehicle Emissions) (Fixed penalty) England Regulations 2002; ii.In accordance with the Council's Constitution (Part 2: Section 6, Table 1 c) that the Executive Director - Delivery authorises relevant officers to enforce the provisions; iii.the Public Protection Manager on behalf of the Council seeks 'Designation' status under Part 2 of the Road Traffic (Vehicle Emissions)(Fixed Penalty) Regulations 2002 from the Secretary of State in order that it may enforce the 'emissions offences' set out in Regulation 61 and 61A Road Vehicles (Construction and Use) Regulations 1986 as amended iv.In accordance with the Councils Constitution (Part 2: Section 6, Table 1 (c) that the Executive Director - Delivery authorises relevant officers to enforce the provisions set out in C above should the relevant 'Designation' be granted by the Secretary of State <p>REASON FOR DECISION</p> <p>These recommendations if adopted will allow Officers of the Council (including officers from the Public Protection Partnership) and others so authorised to raise awareness, engage, educate and ultimately enforce the relevant legislation to tackle vehicle idling across the Borough and carry our emissions testing within the Air Quality Management Areas. These proposals are considered to complement the efforts to 'change habits' by people using vehicles in the Borough. It is to be stressed that the aim is to bring about change as part of a Minute Annex wider package of measures and not to be seen as a source of revenue generation. The penalties are such that the work is unlikely to achieve cost neutrality but will be seen as part the of the Councils wider approach to improving air quality as part of its Climate Change strategy.</p>	9 Febraury 2021

Executive	21/04/2021	Councillors Bettison OBE (Chairman), Dr Barnard (Vice-Chairman), D Birch, Brunel-Walker, Harrison, Mrs Hayes MBE, Heydon and Turrell	Arrangements for the Climate Change Advisory Panel RESOLVED that the size, allocation of seats, membership and arrangements for the Climate Change Advisory Panel be agreed as set out at section 5 of the Executive Director: Delivery – Democratic & Registration Services report	21-Apr-21
Executive	21/06/2022	Councillors Bettison OBE (Chair), Dr Barnard (Vice-Chairman), D Birch, Harrison, Mrs Hayes MBE, Heydon and Turrell	Record of decision TITLE: Annual report on Climate Change Strategy PURPOSE OF DECISION: To present the Annual Report on the Climate Change Strategy for Climate Change Advisory Panel on 8 June, and to Full Council on 13 July 2022. DECISION RECOMMENDED that Council note and approve the report REASON FOR DECISION Council are requested to endorse progress so far Full access to document available via link	21-Jun-22
Executive	29/09/2022	Councillors Bettison OBE (Chair), Dr Barnard (Vice-Chair), D Birch, Brunel-Walker, Harrison, Mrs Hayes MBE and Turrell, Councillor Heydon, Councillor Mrs McKenzie-Boyle	Record of decision TITLE: Greening Energy Use Reducing Energy Costs PURPOSE OF DECISION: To seek approval for funding a programme of energy greening initiatives across the Borough 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. 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 Full access to document available via link	29-Sep-22
CMT	22/05/2019	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Rachel Morgan, Assistant Director: Education & Learning Stuart McKellar, Director: Finance	Current Developments: Executive Director: Delivery Climate Change Strategy CMT noted that climate change was likely to be a theme for the Council Plan. Kevin had already spoken to re3 about the need for change. It was not just about environmental issues, but also about how the Council did business. Andrew Hunter advised CMT that the Conservative manifesto had included a commitment to address climate change and that the action plan from 2016 was still live. CMT agreed that climate change could be put forward as a potential topic for an overview and Scrutiny working group once the basis of the new Council Plan was agreed.	22-May-19
CMT	05/06/2019	Timothy Wheadon, Chief Executive (Chairman) Nikki Edwards, Executive Director: People Kevin Gibbs, Executive Director: Delivery Nikki Gibbons, Director: Organisational Development, Transformation & HR Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance	Council Plan CMT was joined by Harjit Hunjan for a presentation on the new Council Plan. Harjit invited CMT to consider: There was a need to incorporate a theme reflecting the green environment similar to that which had been in the last plan, but also committing to action on climate change. Having discussed the matter, CMT agreed that: Harjit should rework the 6 headline pledges, adding one relating to the environment and climate change. Full access to document available via link	05-Jun-19
CMT	12/06/2019	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance Melanie O'Rourke, Head of Adult	Current Developments: Executive Director: Delivery Climate Change. Councillor Dorothy Hayes was intending to put a motion to Council recognising the importance climate change. The intention would be to identify the issues for Bracknell Forest and invite Overview & Scrutiny to define the boundaries.	12-Jun-19
CMT	19/06/2019	Timothy Wheadon, Chief Executive (Chairman) Max Baker, Head of Planning Trish Barnard, Head of HR & Employee Experience Nikki Edwards, Executive Director: People Kevin Gibbs, Executive Director: Delivery Stuart McKellar, Director: Finance	Matters Arising CMT also noted that work on Cllr Mrs Hayes' motion on climate change was progressing. It was stressed that there was a need to ensure the focus was across the whole Council. It was agreed that Overview & Scrutiny should play a key part in developing the Council's approach but, initially, it was proposed to hold a young people's conference to explore their concerns and identify the areas for exploration. Overview & Scrutiny would then shape the work. It was hoped that this would lead to some key headlines emerging towards the end of the year.	19-Jun-19

CMT	18/09/2019	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Nikki Edwards, Executive Director: People Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance	<p>Current Developments: Executive Director: Delivery</p> <p>Overview & Scrutiny - CMT was advised that the ongoing discussions with overview & scrutiny chairmen had resulted in broad agreement that these topics should be addressed by the following:</p> <p>Overview & Scrutiny Commission</p> <ul style="list-style-type: none"> Climate Change (Cllr Mrs Hayes/Kevin Gibbs) 	18-Sep-19
CMT	30/10/2019	Timothy Wheadon, Chief Executive (Chairman) Max Baker, Head of Planning Trish Barnard, Head of HR & Employee Experience Nikki Edwards, Executive Director: People Kevin Gibbs, Executive Director: Delivery Calvin Orr, Head of Finance & Business Service	<p>Current Developments: Executive Director: Delivery</p> <p>Kevin briefed CMT on a West Berkshire climate change meeting that he had attended, with particular regard to the lessons learned. Whilst it had been a well-managed conference, it had appeared that it was the only tangible action being taken despite the Council having declared a climate emergency. It was evident that they needed to improve their plans and be seen to be doing something. Kevin undertook to circulate his notes.</p> <p>For Bracknell Forest, Kevin had identified a need to know what the baseline was and then use that as the basis for measuring progress in response to the action this Council would be taking. A consultant was to be engaged to do the baselining. This would need new funding. Kevin stressed the need to demonstrate to the community what this Council was doing towards achieving carbon neutrality by 2050.</p> <p>CMT noted that there was currently no funding in the budget. Calvin Orr advised that the funding of work could be capitalised as long as something came out of it. CMT accepted the need to measure what had been and was to be done.</p>	30-Oct-19
CMT	27/11/2019	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Nikki Edwards, Executive Director: People Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance	<p>Climate Change Action Plan Update</p> <p>CMT received an update on the Council's approach to the need to address climate change which pulled all strands together. The Council had committed itself to becoming carbon neutral by 2050 and would be implementing a new Climate Change strategy. A summary of progress was set out in an updated Action Plan. One of the key learning points to emerge from trying to update the plan had been the difficulty in measuring any progress against a benchmark/starting position as nothing appeared to have been established, and some actions were more aspirational or difficult to measure in a realistic way.</p> <p>CMT was advised that the approach should be two-fold, the first focusing on what the Council needed to do, and the second highlighting what the Council was doing to support the wider Bracknell Forest area.</p> <p>CMT was advised that both Member and corporate commitment was key to encouraging a climate change culture within the organisation. The Executive Member was on board and keen on the themes and approach. Each directorate's departmental plans needed to consider this as a focus too. Employees needed to understand that they have a part to play and should be encouraged to build climate change considerations in to their actions and behaviours. A workforce pledge could be put in place so staff could support and embrace some changes, such as getting rid of the plastic cups or getting rid of the paper towels.</p> <p>It was felt that the report should mention Public Health as this was an important link that needed to be maximised, due to the unique place that the Council was located. The Public Health Framework detailed the inactivity of adults and Bracknell Forest was below the national average at 15.1%, this was due to the amount of green space within the Borough and how people in the Borough lived their lives. By not including specific detail about the Borough within the report, it was felt that it could be about anywhere.</p> <p>It was also proposed that a conference could be held at local schools with speakers, to hear the children's ideas to help combat climate change within Bracknell Forest, as they were the generation that would be the most affected. CMT was on board with this idea, and Nikki would brief Rachel Morgan so that she could start talking to schools and look to get something planned for the spring. Nikki would also ask some of the children to write to Greta Thunberg.</p> <p>The next stage was to capture the report on to two pages and four/five slides and bring it back to CMT.</p> <p>It was proposed that the Climate Change report should be taken to the Executive in January or February, and a graphic timeline be included to show members where the Council currently was and the direction of travel.</p>	27-Nov-19
CMT	11/12/2019	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Nikki Edwards, Executive Director: People Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance	<p>Food Waste Collection</p> <p>In view of the significant need for a communications plan to support the implementation of the revised collection arrangements, Alana Razzell joined CMT. The main points made whilst discussing the report were that:</p> <ul style="list-style-type: none"> Efforts should be made to get young people involved as advocates for the changes with the proposed climate change conference in April being an opportunity to get them to promote the importance of the new arrangements <p>Having regard to these points, CMT agreed to submit the report to the Community Portfolio Review Group on 7 January 2020 subject to:</p> <ul style="list-style-type: none"> Adding "Strategic Climate Change Implications" to the report Changing the title to "Waste Collection Arrangements - Climate Change" <p>Full access to report can be found in link</p>	11-Dec-19
CMT	08/01/2020	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director - Education & Learning Kellie Williams, Head of Operations	<p>Financial & Policy Framework to 2024</p> <p>Tim Wheadon outlined some of the issues that would be addressed with the Executive at a session on 7 February when he hoped it would be possible to agree a coherent strategy for the next three years.</p> <ul style="list-style-type: none"> Continue to deliver services as well as possible but without new service growth other than in exceptional circumstances, such as climate change action and manifesto priorities such as the Bracknell Youth Hub and Blue Mountain Community Centre. <p>With these points in mind, CMT agreed to recommend an overarching strategy based on:</p> <ul style="list-style-type: none"> One "new" strategic priority - climate change 	08-Jan-20

CMT	22/01/2020	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Nikki Edwards, Executive Director: People Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance	Current Developments/Information Sharing Delivery 3. Climate Change CMT noted that the frequency of FOIs relating to climate change had increased, possibly as a result of Bracknell Forest not declaring a climate emergency. CMT agreed to review Kevin's report which was being used as the Council's position on climate change. It was also noted that the Leader was keen to involve the local Extinction Rebellion representative in climate change working groups, and CMT welcomed this idea.	22-Jan-20
CMT	29/01/2020	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Kellie Williams, Head of Operations	Current Developments People: 8. Climate Change CMT was advised that the Climate Change Conference would be taking place on 24 April 2020 at Garth Hill College with Chris Packham. CMT agreed that time should be set aside at a future Council meeting to showcase what young people were doing to combat climate change.	29-Jan-20
CMT	12/02/2020	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Kellie Williams, Head of Operations	CMT/Executive Workshop - Follow-up From 2021 onwards: • An initial look at future leisure provision/renewal of Bracknell Sports Centre CMT was also advised that there was a need to look at what had already been done in relation to climate change. Stuart McKellar was also to look at tracking the savings envelope from the Transformation Programme.	12 February 202
CMT	26/02/2020	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Andrew Hunter, Director: Place, Planning & Regeneration Damian James, Assistant Director: Contract Services Stuart McKellar, Director: Finance Kellie Williams, Head of Operations	Transformation Programme Green Transport There was some question as to whether this amounted to business as usual. However, having heard from Lisa Jewell about the basis on which it was being presented as a transformation project, CMT agreed that it could proceed as such given its wider applicability to climate change work and: • There was lots of merit in it. • Around 40-80 essential car users (ECU) may not be genuinely essential users. • Reviewing this also arose from the Grant Thornton review. CMT agreed that the approach should be to review ECUs first and then non ECUs, before reviewing the Council's fleet.	26-Feb-20
CMT	11/03/2020	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Kellie Williams, Head of Operations	Information sharing Delivery Climate Change Kevin advised CMT that the Climate Change market place had been well attended. Having been purely for internal staff, there was now a wish to do something for the public too. Kevin added that Overview & Scrutiny was to review how to look at climate change in decision making. They appeared to be keen to lobby government for more resources, look at planning policy in terms of standards, and ensure that messaging was continually reinforced. Tim Wheadon stated that this may be raised at his session on 23 March 2020 on the financial strategy.	11-Mar-20
CMT	15/04/2020	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Head of HR & Employee Experience Kevin Gibbs, Executive Director: Delivery Stuart McKellar, Director: Finance Neil Mathews, Head of Highways & Transport Rachel Morgan, Assistant Director: Education & Learning Kellie Williams, Head of Operations	Place, Planning & Regeneration 9. Recovery/Climate Change Neil suggested to CMT that there was an opportunity to maximise the benefits of showing that the world could carry on with less traffic as life was continuing with an 80% reduction in traffic and significant environmental benefits. When recovery was underway, a 10-20% shift compared to the period prior to the pandemic would probably significantly improve air quality and reduce congestion, two of the biggest issues to be addressed as part of the Climate Change Strategy. It was suggested that the Council should link up with the BID team to pursue this opportunity. There would also be role for members in community leadership in promoting the environmental benefits to everyone of reducing travel. CMT endorsed this view.	15-Apr-20

CMT	17/06/2020	Timothy Wheadon, Chief Executive (Chairman) Trish Barnard, Assistant Director: Human Resources & Organisational Development Nikki Edwards, Executive Director: People Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Rachel Morgan, Assistant Director: Education & Learning Arthur Parker, Chief Accountant Abby Thomas, Head of Transformation & Engagement Kellie Williams, Head of Operations	Executive Briefing - 30 June 2020 Climate Change Strategy update on progress CMT was reminded that it had agreed that an update on the work on climate change would be presented to the Executive Briefing.	17-Jun-20
CMT	14/10/2020	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Melanie O'Rourke, Interim Director of Adult Social Services	Current Developments/Information Sharing Delivery 3. Climate Change CMT was advised that a new Climate Change page had been added to the Council's web site as a resource for all in response to a surge in interest including Kat Neil setting up a Bracknell Climate Change Group. The web page would provide information on the action taken and to be taken.	14-Oct-20
CMT	04/11/2020	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Melanie O'Rourke, Interim Director of Adult Social Services Calvin Orr, Head of Finance & Business Services	Climate Change Action Plan Update CMT was received a slide deck on the Council's work to address climate change. CMT had previously recommended to members that an overarching strategy be established to measure climate change action against. The final strategy was due to go through Council in January 2021. The Climate Change workshop in March had focussed members on the work done up until that time to address climate change, including measuring the local emissions. It was noted that Bracknell Forest was good at some elements of preventing climate change, such as good air quality, house insulations and tree cover. There had been some discussion around electric vehicle charging, as if everyone moved from petrol to electric, there would not be enough energy in the grid to support all cars. A page on the website had been put together to pull key strands of work into one place. The Overview and Scrutiny Commission had wanted to be engaged in the work but were not understanding that all ideas and plans had to be resourced somehow. Therefore, the strategy was crucial to keep members on track. CMT agreed that it was important to be clear with members which of their suggestions were unachievable. It was suggested that the section on the Local Plan be renamed Preserving the Natural Environment as most of the suggestions were not covered by the Local Plan.	04-Nov-20
CMT	09/12/2020	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Melanie O'Rourke, Interim Director of Adult Social Services	Current Developments/Information Sharing Delivery 1. Overview & Scrutiny CMT was advised that Kevin was pulling together a Climate Change Strategy arising from the discussion at the Overview & Scrutiny Commission. This would be brief but cover the salient points from the work that had been undertaken and planned since Kevin had taken responsibility for the initiative. Andrew Hunter advised CMT that, related to this, the Council was starting an electric vehicle charging project with the Thames Valley Berkshire LEP. CMT also agreed that if any member sought to get officers to undertake any work beyond what had previously been agreed in the Overview &	09-Dec-20
CMT	16/12/2020	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Melanie O'Rourke, Interim Director of Adult Social Services	Climate Change Action Plan update CMT approved the report for submission to the Community Portfolio Review Group, subject to: <ul style="list-style-type: none"> • Investigating funding options in relation to Westmorland Park's solar panels. • Explaining how the Strategy would be updated quarterly to include new projects with a climate change angle. • Ensuring there was nothing else to add to the previous actions already included in the Strategy. • Creating a "plan on a page" document setting out the key points ACTION: Kevin Gibbs/Gareth Jones CMT also agreed that more thought needed to be given as to the way in which Climate Change and Public Health comments might be included in reports, given that it would not be practical for one officer to provide such comments, and therefore managers may need more training in thinking about and commenting upon these issues	16-Dec-20

CMT	06/01/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Melanie O'Rourke, Interim Director of Adult Social Services	Current Developments/Information Sharing Climate Change CMT was advised that Kevin's report on progress in relation to Climate Change work had passed through the Community PRG without problems, after some behind the scenes friction between Councillors Virgo and Mrs Hayes. The former was keen to establish a Climate Change Overview & Scrutiny Panel. Whilst this was being resisted, anything could happen.	06-Jan-21
CMT	27/01/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Melanie O'Rourke, Interim Director of Adult Social Services	Current Developments/Information Sharing Climate Change Strategy CMT were advised that Extinction Rebellion had held a protest outside Time Square a few weeks ago, and the main claims were that the Council had not declared a Climate Emergency and that the Council did not have a Climate Strategy. Since then, the Climate Strategy had been published and publicised through the website and officers were asked to push any queries to the website.	27-Jan-21
CMT	10/02/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Melanie O'Rourke, Interim Director of Adult Social Services	Climate Change Implications in Committee Reports CMT received and noted a report on revisions to the Council's decision report template which was to incorporate a section on climate change implications. Report authors were henceforth to be required to indicate whether the recommendations in their report would have any implications on CO2 emissions and, if so, what actions were to be taken to mitigate them or why mitigation was not possible It was agreed that, if climate change was not relevant to the nature of the report, the section should be excluded from the report.	10-Feb-21
CMT	03/03/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance Rachel Morgan, Assistant Director: Education & Learning Melanie O'Rourke, Interim Director of Adult Social Services	Current Developments/Information Sharing Delivery 8. Successful Bids for Funding CMT was advised that Damian James had successfully bid for £220k from the National Leisure Recovery Fund, whilst Hash Patel had sought and obtained grants of £750k to allocate to climate change initiatives, £350k for works at Sandhurst School and £400k for the schools estate	03-Mar-21
CMT	24/03/2021	Timothy Wheadon, Chief Executive (Minute 576) (Chairman) Andrew Hunter, Director: Place, Planning & Regeneration (Chairman) Kevin Gibbs, Executive Director: Delivery Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Director: Finance Melanie O'Rourke, Interim Director of Adult Social Services	Arrangements for the Climate Change Advisory Panel CMT approved the report for submission to the Community Portfolio Review Group subject to the Finance comment being amended to read: "There are no resources available to cover the cost, estimated at £5k, of officer support required for this additional advisory panel. Its establishment will therefore impact on savings previously identified in Democratic Services or require other savings to be made. The cost of potential guest speakers could be met from the Members' Development Budget given that they will be adding to members understanding of the topic."	24-Mar-21
CMT	31/03/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Stuart McKellar, Director: Finance Grainne Siggins, Executive Director: People	Current Developments/Information Sharing Delivery 3 Climate Change Kevin advised CMT that he had booked to visit each DMT to brief them on the Climate Change Strategy. There had been more interest from local activists. He was responding accordingly on behalf of the Executive Member. Electric vehicles and transport changes were key issues being raised. He would brief each DMT and gather any relevant information to help respond to future enquiries	31-Mar-21

CMT	14/04/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Director: Place, Planning & Regeneration Grainne Siggins, Executive Director: People	Current Developments/Information Sharing Delivery: 5 Climate Change Community Action Group CMT was advised that the Climate Change Community Action Group had been raising concerns about the Council not declaring a climate emergency. Kevin was responding to them with explanations about what had been done. CMT believed members were content to align with Government policy of seeking to address climate change without formally declaring a climate emergency	14-Apr-21
CMT	12/05/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	Current Developments/Information Sharing Delivery: 11 Climate Change CMT was advised that Kevin had been to all DMTs and everyone was on board. There was a lot going on, with much seen as business as usual. He cited Hash Patel's work on decarbonising the Council's electricity supply which had been completed in April without fanfare, whilst other councils were struggling to be sure of doing so before 2030. Having established that there was a lot going on but not necessarily being discussed, he had established a Yammer site for people to share their stories.	12-May-21
CMT	26/05/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Sonia Johnson, Assistant Director: Children's Social Care Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	Anaerobic Digestion Plant CMT received an update on a request from Cllr Mrs Hayes for an investigation into the viability of an anaerobic digestion plant being established in the borough. The Leader was understood to be supportive of the request. The proposed project was linked to the Council's Climate Change Strategy and the food waste collection service. If the investigation was approved, it would be added as a project line in the climate change action plan. The Council was likely to collect around 5,000 to 6,000 tonnes of food waste each year. The combined re3 annual total could be around 19,000 tonnes. This was currently transported to Wallingford for recycling as part of the re3 waste disposal contract with FCC. CMT was advised that it was proposed to ask Atkins to undertake a two part feasibility exercise looking at a strategic options assessment and then a process options appraisal. These would need to detail the current cost model and potential disposal savings if the plant was built comparing existing costs and expected costs if the plant were to be constructed. Climate change benefits would also need to be identified. The study would cost £11.6k and take around 2 months. In response to questions, CMT was advised: • That Atkins had the expertise to conduct the feasibility as it employed someone with extensive experience from the waste-water industry, and, as the Council had a contract with the company, there would be no need for a procurement exercise. • That the location and cost of the land would be taken into account. • That Atkins would have regard to the new policies going through examination in the Minerals and Waste Plan. CMT also discussed how the proposed post to support climate change work would be funded. Having discussed the matter, CMT agreed that: 1. The Climate Change Advisory Panel should be asked to consider the proposal and advise the Executive Member for the Environment on whether to proceed with the feasibility study. 2. That the time and resources to take forward climate change work including this work should be funded from the transformation reserve and a request to spend from committee for formal approval.	26-May-21
CMT	09/06/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People Thom Wilson, Assistant Director: Commissioning	Current Developments/Information Sharing Delivery: 8 Climate Change Panel The first meeting of the Climate Change Panel was to take place later in the day. Kevin Gibbs reported that Tony Virgo, the chairman, had been exceeding his remit. He had also wanted a special edition of Town & Country to be produced on climate change. Kevin was intending to brief the Panel with a PowerPoint presentation. He was confident that the Council was doing an awful lot in comparison to other authorities.	09-Jun-21
CMT	30/06/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	Current Developments/Information Sharing Resources 9 Climate Change The climate change data had been published, and Kevin had written to the Executive and to Bracknell Action Against Climate Change to inform them of the data. A press release was also planned to promote the data.	30-Jun-21

CMT	01/09/2021	Timothy Wheadon, Chief Executive (Chairman) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Calvin Orr, Head of Finance & Business Services Grainne Siggins, Executive Director: People	Delivery 5 Climate Change CMT was advised that Kevin had had a follow-up meeting with Silva Homes regarding their Corporate Plan. It had been a very positive meeting. Arising from it, and linked to the recent overview & scrutiny review of collecting food waste from flats and homes in multiple occupation, Silva Homes would be looking to assist in adding flats to the food waste scheme. Kevin added that a bid was to be made for funding from a government social housing de-carbonisation scheme. The Council would sponsor a bid to be submitted by Silva Homes. A list of suitable properties had been identified. Silva Homes would be attending the next two meetings of the Climate Change Panel. They were particularly interested in electric vehicles and the parking strategy. There was to be a session in November on de carbonisation, at which Silva Homes would trail the bid and seek member support to add weight to it CMT was also advised that the quarterly officers' group was pulling together a communications plan aimed at better explaining the action being taken by the Council. Kevin was intending to link this to the Bracknell Forest Woodland Giants to help tell a story about the natural environment.	01-Sep-21
CMT	06/10/2021	Timothy Wheadon, Chief Executive (Chairman) Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Bobby Mulheir, Assistant Director: Customer Experience, Digital and ICT Grainne Siggins, Executive Director: People	Climate Change Programme Update CMT considered the latest Climate Change update on which it was invited to comment ahead of its submission to the Executive Briefing on 3rd November 2021. An audit of the Climate Change Strategy had found that there was an "adequate" level of assurance around the governance of the programme, but there was a need for improved governance around adding new projects onto the action plan. A new sign-off process would ensure new projects had approval from directorate management teams, and if appropriate, the Executive Member for that area of work. The Climate Change Advisory Panel's meeting in September had been the first of the themed meetings, focusing on Electric Vehicles and associated issues. This had been a good meeting but had overrun. The next meeting on 3 November would review the Council's action plan. A number of projects would be featured in the session to showcase the council's work. This quarter's report would be accompanied by a video presentation from the Energy Sustainability Officer on the home decarbonisation project using the Green Homes Grants, plus a slideshow summarising the work to include a forward look to supporting Silva homes on a Social Housing Decarbonisation Fund bid. Silva homes would also be attending the session to update on their plans.	06-Oct-21
CMT	04/05/2022	Timothy Wheadon, Chief Executive (Chair) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	Annual report on Climate Change Strategy CMT received and noted the 2020/21 annual progress report on the Council's response to climate change. CMT was advised that significant achievements had included increased robustness of the governance of climate change actions; 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. Areas requiring a stronger focus over the coming year included continuing efforts to make all climate change targets SMARTer, improving customer facing website information, investigating ways to record the council's indirect (scope 3) CO2 emissions and improving collaboration with businesses, community groups and schools alike. Kevin stressed that there was more work to do in terms of the presentation and noted the suggestion that the infographic at the back should be brought forward to the front of the report as it helpfully summarised the present position.	04-May-21
CMT	18/05/2021	Timothy Wheadon, Chief Executive (Chair) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	Annual Report on Climate Change Strategy CMT approved the report previously considered for submission to the Care Portfolio Review Group.	18-May-22
CMT	25/05/2022	Timothy Wheadon, Chief Executive (Chair) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	Current Developments/Information Sharing Delivery 1 Climate Change Conference CMT was advised that the Schools' Climate Change Conference had gone very well. Arising from the event a proposal for schools to be given £500 to fund their ideas was going through the approval process. Kevin did not see any problem with funding this from the Climate Change initiatives budget.	25-May-22
CMT	07/09/2022	Timothy Wheadon, Chief Executive (Chair) Kevin Gibbs, Executive Director: Delivery Stuart McKellar, Executive Director: Resources Neil Mathews, Assistant Director: Highways & Transport Grainne Siggins, Executive Director: People	Current Developments/Information Sharing Delivery 7. Climate Change CMT was advised that a petition with 400 signatures was to be presented to Council on 14 September 2022 inviting the Council to declare a climate emergency. The group behind the petition had met officers and were supportive of the actions being taken but wanted to see a formal declaration of a climate emergency	07-Sep-22

CMT	30/11/2022	Susan Halliwell, Chief Executive (Chair) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	<p>Climate Change progress/update Q1/Q2 2022/23</p> <p>CMT considered a report providing an update on progress around mitigating the impacts of climate change, based on the council's climate change strategy and the supporting action plan.</p> <p>CMT was advised that:</p> <ul style="list-style-type: none"> • The climate change team was to benefit from an additional resource, Seb Wright, through the National Management Trainee scheme for the next 5 months. • Seb would be seeking to generate a better impression of the Councils projected path towards achieving net-zero carbon as an authority. • The Council would be attempting to get a better understanding of scope 3 emissions over the coming year. • Seb would be focussing on improving climate change engagement with local businesses. • Consideration was being given to a climate change conference for local businesses and a potential further schools' conference • There may be a need for more of a corporate focus on ethical and/or green investments. • The political dynamic within the group was not always helpful, and at times chaotic within meetings. It was not a united group. • Kevin Gibbs confirmed that he'd yet to access the money within the Transformation Programme that had been agreed by CMT earlier in the year. 	30 November 22
CMT	08/02/2023	Susan Halliwell, Chief Executive (Chair) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	<p>Current Developments/Information Sharing</p> <p>Delivery 4.</p> <p>Climate Change</p> <p>CMT was advised Sue had attended her first Climate Change Advisory Panel meeting and it was noted there was a willingness by Councillors to make a difference. Kevin had offered to meet with Bracknell Action on Climate Change Group representatives, but they had requested a meeting with Faith Everett, Climate Change Officer, Sebastian Wright, National Management Trainee and Cllr Tony Virgo instead.</p> <p>A Climate Change Officer Group meeting had also been held at which it was recognised how much work was going on in the Council on this issue, but it was considered there was a lack of understanding by Councillors and externally about the work and its impact still. Sue said some authorities had employed behavioural scientists to help manage emotions, as well as behaviour change, to combat climate anxiety</p>	08-Feb-23
CMT	23/02/2023	Susan Halliwell, Chief Executive (Chair) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	<p>Current Developments/Information Sharing</p> <p>4 Climate Change</p> <p>CMT was advised that officers were completing a Climate Change Scorecard from environmental pressure group Emergency Climate. The Council had scored poorly last time so the intention was to provide a more robust response this time. The response was to be circulated to CMT. Kevin asked colleagues to check any responses marked "No" as there may be actions which had not been picked up.</p>	23-Feb-23
CMT	22/03/2023	Susan Halliwell, Chief Executive (Chair) Kevin Gibbs, Executive Director: Delivery Andrew Hunter, Executive Director: Place, Planning & Regeneration Stuart McKellar, Executive Director: Resources Grainne Siggins, Executive Director: People	<p>Current Developments/Information Sharing</p> <p>Delivery:</p> <p>1. Climate Change Scorecard</p> <p>CMT was advised that following issues with the reporting of the Council's climate change activities last year, all relevant information required for the Climate Change Scorecard had been received and put on the web site. A press release had been issued and all FOIs on the subject had been responded to using the same data. As press releases disappeared after nine months, those relating to climate change would be kept on the Climate Change part of the web site for future reference. Kevin complimented the excellent work undertaken by Faith Everett.</p>	22-Mar-23

Appendix A

Establishing a 1990 BFC area-wide GHG emissions baseline

we can work on projections we may be able to estimate what the borough-wide GHG emissions were back in 1990 to give us a baseline.

For the UK the ghg emissions story is:

1990 to 2020: an overall reduction of 49.7%

2005 to 2020: an overall reduction of 42.4%

For BFC (Authority wide) the story is:

2005 to 2020: an overall reduction of 47.5%

So we're not a million miles away on the LA area progress from the UK-wide progress over the same 15 year period (a difference of 5.1% better at LA level).

We could suggest that were progress on reductions between 1990 and 2005 at LA level to have matched that at UK-wide level over the same time frame then the BFC progress from 1990 to 2020 might have been a 52.6% reduction (47.5% + 5.1%).

Therefore in summary:

We know BFC in 2020 is 392.8 kT

We know BFC in 2005 was 747.9 kT

We could estimate that BFC in 1990 may have been 828.7 kT (392.8 kT represents a 52.6% reduction against 828.7 kT)

So our 68% reduction target by 2030 against that 1990 estimate of 828.7 kT would become 265 kT.

To hit that target it is roughly a 13kT reduction every year from 2021 to 2030. That is pretty much bang on the average rate of reduction seen from 2010 – 2019. (I am discounting 2020 as I think it is COVID skewed – a one year reduction of 45 kT). This may become a bit of a stretch as lots of the low hanging fruit options have clearly been taken and I'd imagine work to continually lower borough-wide emissions might prove harder over the 2020 – 2030 decade, but nevertheless it probably works as a target.

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To: Council
13 September 2023

Appointment to Committees and Council Meeting Dates Executive Director: Delivery – Democratic & Registration Services

1 Purpose of Report

- 1.1 This report seeks approval to the appointment of councillors to vacant seats on committees. Council is also asked to approve a change to the 2023/2024 meetings schedule.

2 Recommendations

- 2.1 **That Councillor Allen is appointed to the additional Bracknell Forest seat on the Joint Public Protection Committee, subject to the Executive agreeing to the increase of councillors on the committee at the Executive meeting on 19 September 2023.**
- 2.2 **That Councillor M Forster is appointed to the vacant Liberal Democrat seat on the Employment Committee.**
- 2.3 **That Councillor Barnard is appointed to one of the vacant seats on the Standing Advisory Council on Religious Education.**
- 2.4 **That the following changes to the 2023/2024 meetings schedule are agreed:**
- ❖ **Wednesday 21 February 2024 – Budget Meeting**
 - ❖ **Wednesday 28 February 2024 – contingency date for adjourned budget meeting**
 - ❖ **Thursday 7 March 2024 – ordinary council meeting**
- 2.5 **That Part 4: Section 3 of the constitution is amended to reflect that the annual Budget Meeting will be a Special Meeting convened to agree the budget with a single item of business.**

3 Reasons for Recommendations

- 3.1 To appoint to vacant seats on committees in accordance with the wishes of political groups and to amend the meetings schedule to ensure that the budget is set within legal time limits.

4 Alternative Options Considered

- 4.1 None.

5 Supporting Information

Employment Committee

- 5.1 At the Annual Council Meeting on 24 May 2023, the Liberal Democrat Group was allocated two seats on the Employment Committee. One of the seats was appointed

to and the other was held vacant. Council is asked to agree the appointment of Councillor Mike Forster to the vacant seat.

Joint Public Protection Committee

- 5.1 At its meeting on 12 July 2023, the Joint Public Protection Committee (JPPC) proposed increasing the membership of the committee by one additional councillor from each partner council, reflecting the political composition of each individual council. This would extend the total number of members on the committee from four to six. This change requires amendments to the Inter Authority Agreement. The decision to make this change is reserved to the Executive, and a report will be submitted to the Executive meeting on 19 September 2023 to agree these amendments. The decision to appoint to the additional seat is reserved to Council. The next JPPC meeting is currently scheduled for 2 October 2023. For the newly appointed councillors to be able to attend the October JPPC meeting, Council is asked to agree the appointment subject to the Executive agreeing to the increase in the number of councillors on the JPPC on 19 September.
- 5.3 There are currently two Bracknell Forest councillors on the JPPC – Councillors Gillbe and Jefferies. To comply with the political proportionality rules the Conservative Group has been invited to make a nomination to the additional seat. The nominee is Councillor Allen. Council is asked to agree this nomination.

Standing Advisory Council on Religious Education (SACRE)

- 5.4 At the Annual Council Meeting on 24 May 2023 appointments were made to three of the five seats on SACRE. Council is asked to agree the appointment of Councillor Barnard to one of the vacant seats.

Council meeting schedule

- 5.5 The schedule of meetings for the 2023/2024 municipal year was agreed by Council on 30 November 2022. This included a council meeting on 21 February 2023, which is traditionally the meeting that receives and agrees the council budget and council tax for the following financial year. Recognising that we now have a multi-party council the budget setting process has been reviewed. It is proposed that the meeting on the 21 February becomes a Budget Meeting with a single item agenda which will allow for a full debate on the budget, with the meeting concluding at a reasonable time. A contingency date is proposed in case the budget meeting is adjourned, so that the budget can be set within the legal time limits. The ordinary business that would otherwise have been dealt with at the 21 February meeting will be considered at a meeting on 7 March. It is also proposed that the Part 4: Section 3 of the constitution is amended to reflect that the Budget Meeting will be a Special Meeting with a single item agenda to agree the budget.

6 Consultation and Other Considerations

Legal Advice

- 6.1 This report has been shared with the Borough Solicitor who has agreed the contents.

Financial Advice

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

Other Consultation Responses

- 6.3 The Leader of the Council and Opposition Group Leaders were consulted on the matters within this report.

Equalities Impact Assessment

- 6.4 Not relevant to this report.

Strategic Risk Management Issues

- 6.5 It is critical for robust arrangements to be on place for the Council o conduct its business without procedural challenge.

Climate Change Implications

- 6.6 The recommendations in Section 2 above are expected to have no impact on emissions of CO₂.

Health & Wellbeing Considerations

- 6.7 Not relevant to this report.

Background Papers

None

Contact for further information

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To: Council
13 September 2023

COMPOSITION OF THE JOINT PUBLIC PROTECTION COMMITTEE EXECUTIVE DIRECTOR DELIVERY

1 Purpose of Report

- 1.1 To consider a recommendation from the Joint Public Protection Committee to each partner authority, that the membership of the Committee (JPPC) be increased to three Members from each authority.

2 Recommendations

The Executive:

- 2.1 **Agrees to authorise the appropriate amendment to the inter Authority Agreement to reflect the change to the membership of the Joint Public Protection Committee**
- 2.2 **Agrees to the proposed changes to the Joint Public Protection Committee's Terms of Reference as set out in paragraph 5.5 below**
- 2.3 **Agrees to ask Council to appoint to the additional seat on the Joint Public Protection Committee**

3 Reasons for Recommendations

- 3.1 At the 12 June 2023 Joint Public Protection Committee meeting the Members resolved to recommend to each of the partner authorities that the membership of the Committee be amended to include three Members from each authority, namely the Portfolio Holder with responsibility for Public Protection, and two Council representatives. They also recommended that West Berkshire Council's Constitution, as the host authority, be amended to reflect this decision.

4 Alternative Options Considered

- 4.1 Not to amend the membership of the Committee.

5 Supporting Information

- 5.1 The Public Protection Partnership (PPP) is a shared service delivering Environmental Health, Licensing and Trading Standards on behalf of two authorities (Partners), Bracknell Forest Council (BFC) and West Berkshire Council (WBC). It also provides services under shared service arrangements with Wokingham Borough Council. Up until 31 March 2022 the Committee had comprised of six Members i.e. two Members from each authority which at the time included two Members from Wokingham Borough Council. Once they withdrew from the partnership the membership reduced to four Members.
- 5.2 The Joint Public Protection Committee (JPPC) provides strategic direction, monitors performance and makes other key Executive and Council decisions regarding the Service.

- 5.3 The membership of the JPPC currently comprises of four members, two from BFC and two from WBC. For BFC the membership comprises the relevant Executive Member and the Chairman of the Licensing and Safety Committee. Additionally, all the other members of the Executive are appointed as substitutes to ensure that the meeting is always quorate under the existing terms of reference.
- 5.4 The first meeting of the Committee after the May 2023 elections took place on 12 June 2023. During a discussion on the terms of reference of the Committee the newly elected Chairman proposed that the membership of the Committee be extended by one additional Council Member from each partner Council, thereby extending the total number on the Committee to six Members. This proposal was supported by Executive and Council representatives from Bracknell Forest Council.
- 5.5 It is proposed that the terms of reference are amended as follows:

“The JPPC shall comprise of ~~four~~ **six** Members, ~~two~~ **three** from each of BFC and WBC as follows:

The Executive/Cabinet Member with responsibility for Public Protection Services (appointed by the Leader of the respective council);

~~One~~ **Two** additional Members (appointed by each Council at its respective Annual Meeting or in the event of a vacancy) **reflecting the political balance of the individual Council.**

At least one officer representing each partner local authority will attend the JPPC to advise Members. Where possible, the Public Protection Manager for the Service will also attend.

Quorum

- 6.1 The quorum of a Meeting shall be two.
- 6.2 At least one **Executive** Member from each Council must be present for the meeting to be quorate.”
- 5.7 In addition the membership requirements are stipulated in the Inter Authority Agreement that the PPP is founded on. It is therefore also proposed that should both partner authorities be minded to agree the revised membership of the Committee authority be delegated to the Assistant Director: Contract Services, in consultation with the Borough Solicitor, to amend the IAA to reflect the revised arrangements.

6 Consultation and Other Considerations

Legal Advice

- 6.1 The process for implementing the recommendations in this report reflect both the Council’s scheme of delegation and the requirements set out in the Inter Authority Agreement. This report to Council is required for formal authorisation of what is in effect an outside appointment.

Financial Advice

- 6.2 There are no financial implications directly associated with this report.

Other Consultation Responses

- 6.3 A corresponding decision has been taken at the 20 July West Berkshire Council Full Council meeting on this proposal.

Equalities Impact Assessment

- 6.4 There are no equalities implications associated with this report.

Strategic Risk Management Issues

- 6.5 There is a risk that any decision of the JPPC could be challenged. Having clear rules governing the manner in which meetings will be conducted, should reduce the risk of challenges being successful.

Climate Change Implications

- 6.6 The recommendations in Section 2 above are expected to:
Have no impact on emissions of CO₂.

Background Papers

West Berkshire Council's Constitution
Bracknell Forest Council's Constitution
The Minutes of the 12 June 2023 Joint Public Protection Committee.

Contact for further information

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