

**EXECUTIVE
19 MARCH 2024
5.30 - 6.21 PM**



Present:

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

72. Minutes

RESOLVED that the minutes of the meeting of the Executive on 6 February 2024 together with the accompanying decision records be confirmed as a correct record.

73. Declarations of Interest

There were no declarations of interest.

74. Urgent Items of Business

There were no Urgent Items of Business.

Executive Decisions and Decision Records

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

75. Adoption of the Bracknell Forest Local Plan

That Executive **RECOMMENDS** to Council that it:

- i. Adopts the Bracknell Forest Local Plan incorporating the Main Modifications recommended by the Inspectors and non-material additional modifications (see Appendix A).
- ii. Agrees to make the alterations to the Policies Map (see Appendix B) that are necessary to give effect to the policies of the Bracknell Forest Local Plan, as modified.
- iii. Agrees that on adoption, the Bracknell Forest Local Plan will become part of the Development Plan for the Borough and that its policies will supersede all saved policies in the Bracknell Forest Borough Local Plan (adopted 2002), the Core Strategy (adopted 2008) and Policies CP1, SA11, SA12 and SA13 of the Site Allocations Local Plan (adopted 2013) for the purposes of decision making in Bracknell Forest.
- iv. Agrees that any other non-material additional modifications to the Bracknell Forest Local Plan, can be agreed by the Executive Director: Place Planning and Regeneration in consultation with the Executive Member for Planning and Transport, prior to final publication.

- v. Carries forward adopted Supplementary Planning Documents, as related to relevant policies in the Bracknell Forest Local Plan (see Appendix C).

76. **Approval to consult on the Town Centre Masterplans Supplementary Planning Documents (SPDs)**

RESOLVED that:

- i. A public consultation on the Bracknell Town Centre Masterplans SPD Consultation Draft (Appendix 1) and supporting documents is agreed, beginning on 8 April 2024 and ending on 20 May 2024 as set out in section 7 of this report.
- ii. Authority be delegated to the Executive Director Place Planning and Regeneration in consultation with the Executive Member for Planning and Transport to agree any necessary minor amendments to the Bracknell Town Centre Masterplans SPD Consultation Draft, and supporting documents, prior publication for public consultation.

77. **Highways and Transport Capital Programme 2024/25**

RESOLVED that the Highways and Transport Capital Programme for 2024/25 is approved.

78. **Long-Acting Reversible Contraception Reprocurement**

RESOLVED that

- i. The procurement route for provision of Long-Acting Reversible Contraception (LARC) service, and the Emergency Hormonal Contraception (EHC) Service is agreed.
- ii. Bracknell Forest continues to host the contracting of LARC and EHC for the 3 local authorities across Berkshire East (Bracknell Forest, Slough and Royal Borough of Windsor and Maidenhead).

79. **Service plans 2024/25**

RESOLVED that

- i. the new service plan content for 2024-25 be endorsed, noting the actions committed to by each directorate to support the delivery of the Council Plan.
- ii. the plans be published on the Council website in April and to monitor their delivery through the review of the Council Plan Overview Report.

80. **Council Plan Overview Report Q3**

RESOLVED that the performance of the council over the period from October to December 2023 highlighted in the Overview Report in Annex A is noted, this includes any recommendations made by Overview and Scrutiny in Annex B.

81. **SEND Written Statement of Action**

RESOLVED that the Executive notes the progress made on implementing the SEND WSOA to improve services to children and families and the feedback from the DfE and NHS England to the end of November 2023.

82. **Joint Venture Business Plan Review**

RESOLVED that

- i. the progress made by Bracknell Forest Cambium Partnership for the period December 2022 to December 2023 be noted.
- ii. the proposed JV Business Plan for the Bracknell Forest Cambium Partnership as set out in Annex A and the financial budget and forecast as set out in Confidential Annex B.

CHAIRMAN

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Bracknell Forest Council Record of Decision

Work Programme Reference	I119510
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1. **TITLE:** Adoption of the Bracknell Forest Local Plan
2. **SERVICE AREA:** Place, Planning & Regeneration
3. **PURPOSE OF DECISION**

To seek a recommendation from Executive to Council to:

- 1) Adopt the Bracknell Forest Local Plan incorporating the Main Modifications recommended by the Inspectors and Additional Modifications
- 2) Agree to make the alterations to the adopted Policies Map that are necessary to give effect to the policies of the adopted Bracknell Forest Local Plan as modified.
- 3) Withdraw the saved policies in the Bracknell Forest Borough Local Plan (adopted 2002), policies in the Core Strategy (adopted 2008) and policies CP1, SA11, SA12 and SA13 of the Site Allocations Local Plan (adopted 2013).

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive
6. **DECISION:**

That Executive **RECOMMENDS** to Council that it:

- i. Adopts the Bracknell Forest Local Plan incorporating the Main Modifications recommended by the Inspectors and non-material additional modifications (see Appendix A).
- ii. Agrees to make the alterations to the Policies Map (see Appendix B) that are necessary to give effect to the policies of the Bracknell Forest Local Plan, as modified.
- iii. Agrees that on adoption, the Bracknell Forest Local Plan will become part of the Development Plan for the Borough and that its policies will supersede all saved policies in the Bracknell Forest Borough Local Plan (adopted 2002), the Core Strategy (adopted 2008) and Policies CP1, SA11, SA12 and SA13 of the Site Allocations Local Plan (adopted 2013) for the purposes of decision making in Bracknell Forest.
- iv. Agrees that any other non-material additional modifications to the Bracknell Forest Local Plan, can be agreed by the Executive Director: Place Planning and Regeneration in consultation with the Executive Member for Planning and Transport, prior to final publication.
- v. Carries forward adopted Supplementary Planning Documents, as related to relevant policies in the Bracknell Forest Local Plan (see Appendix C).

7. **REASON FOR DECISION**

It is important that the Council has an up to date and robust planning framework to guide development which reflects current national policy and guidance. The Bracknell Forest Local Plan contains a spatial strategy and policies for managing development that help meet the environmental, social and economic opportunities and challenges facing the area. It also helps achieve the aims of the Council Plan and is a key corporate document.

8. ALTERNATIVE OPTIONS CONSIDERED

The Bracknell Forest Local Plan can only be adopted with all of the Main Modifications recommended by the Inspectors. Not adopting the Bracknell Forest Local Plan would result in a waste of resources incurred in preparing the Plan and existing out of date local policies would remain in place. This could result in speculative planning applications and subsequent appeals which might lead to significant costs. It could also provoke intervention by the Secretary of State under Section 27 of the Planning and Compulsory Purchase Act 2004 ('the 2004 Act'). This can be applied if it is thought that a local planning authority is failing or omitting to do anything it is necessary to do in connection with the preparation, revision or adoption of a local plan. Such intervention by the Secretary of State has recently been undertaken in respect of West Berkshire and Mole Valley Councils' local plans.

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

10. DECLARED CONFLICTS OF INTEREST:

Date Decision Made	Final Day of Call-in Period
19 March 2024	26 March 2024

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I115428
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1. **TITLE:** Approval to consult on the Town Centre Masterplans Supplementary Planning Documents (SPDs)

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

3. **PURPOSE OF DECISION**

To agree to consult upon town centre masterplans to guide development at the Southern Gateway and the Eastern Gateway in line with the emerging Local Plan.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

RESOLVED that:

- i. A public consultation on the Bracknell Town Centre Masterplans SPD Consultation Draft (Appendix 1) and supporting documents is agreed, beginning on 8 April 2024 and ending on 20 May 2024 as set out in section 7 of this report.
- ii. Authority be delegated to the Executive Director Place Planning and Regeneration in consultation with the Executive Member for Planning and Transport to agree any necessary minor amendments to the Bracknell Town Centre Masterplans SPD Consultation Draft, and supporting documents, prior publication for public consultation.

7. **REASON FOR DECISION**

- i. The emerging BFLP contains site-specific strategic policies that allocate the Eastern Gateway (Policy LP 9) and Southern Gateway (Policy LP10) sites for comprehensive well-designed mixed-use development.
- ii. The sites are Council-owned, sustainably located and form key gateways into the town centre, and their development will make an important contribution to the town centre's continued regeneration.
- iii. The Council has committed to ensuring that development is plan-led, that achieves a high standard of design that positively contributes to placemaking. Policy LP28 – 'Design principles' in the emerging Local Plan states that for larger, complex and more sensitive developments to be delivered in a structured and coherent way, a masterplan and design code would be required to be produced and agreed with the Council to establish an overall vision and strategy for a development as a whole. The policy specifically requires these of the Eastern Gateway and Southern Gateway sites. Further to this, both policies LP9 and LP10 make specific reference to a forthcoming 'Bracknell Town Centre Masterplans' SPD. This SPD provides the Masterplan element, and a design code would be required to submitted as part of

subsequent planning applications for these sites.

- iv. The High Street Car Park has recently been closed and, for structural reasons, can no longer function as a car park; the site will therefore require redevelopment. This site is not specifically allocated in Local Plan policy but falls within the town centre area on the Local Plan Policies Map. Guidance for this site is included in the SPD given its proximity and significance as a natural continuation of the Southern Gateway development. It also provides an opportunity for a key connection between the town centre to the east, and Market Street and Peel Centre to the west.
- v. Given that the emerging Local Plan is anticipated to be soon adopted as part of the Council's development plan, it is important for the masterplans to be progressed ready for the submission of planning applications on these sites.
- vi. A statutory stage in the production of an SPD is public consultation on a draft document. Therefore, an effective consultation on the Bracknell Town Centre Masterplans SPD will ensure it can be adopted and become a material consideration in determining planning applications affecting the sites. The SPD will allow the comprehensive masterplanning of the site through the planning application process.
- vii. The preparation of the SPD contributes towards the Council Plan (2023-2027) priority for a 'Thriving and connected economy' to ensure that 'Bracknell town centre continues to thrive and be a destination of choice'. This is to be measured by increasing visits and the development of new homes within the town centre.

8. ALTERNATIVE OPTIONS CONSIDERED

- i. Production of the SPD could be delayed, however this would result in a lack of guidance to support emerging Local Plan policies LP9 and LP10, and to guide the beneficial redevelopment of the High Street Car Park site. Given that a masterplan is required to be agreed with the Council prior to the submission of any planning applications for the gateway sites (Policy LP28), delay to SPD adoption would also have knock-on delays for the development of these strategically important sites.
- ii. The Council could opt not to take a lead on the production of masterplans for these sites, and instead leave this for future developers to undertake. This approach would put the Council in a weaker, more reactive position to control development on these sites.
- iii. The absence of an adopted up to date SPD would make the Development Management process more difficult to implement if planning applications are received, potentially leading to uncoordinated, piecemeal development. This is a particular concern for these strategically important sites that are key components of the continued regeneration of Bracknell town centre. Production of the SPD will assist potential developers by providing clarity on the Council's expectations and requirements for the sites.

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

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

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**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I119555
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1. **TITLE:** Highways and Transport Capital Programme 2024/25

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

3. **PURPOSE OF DECISION**

To approve the Highways and Transport Capital Programme for 2024/25 and its implementation as set out within the report.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

RESOLVED that the Highways and Transport Capital Programme for 2024/25 is approved.

7. **REASON FOR DECISION**

The proposals seek to facilitate transport in line with the council's Local Transport Plan 3 (LTP3) and ensure that the highway is maintained in as good a condition as resources allow, having due regard to the council's intervention policy based on network condition

8. **ALTERNATIVE OPTIONS CONSIDERED**

- i. Failure to approve the Highways and Transport Capital Programme would prevent the delivery of the council's obligations as a Highway Authority and be contrary to the position set out in the council's adopted Transport Policy (LPT3).
- ii. Given the demands placed upon highway maintenance funding levels in previous years, it would not be appropriate to allocate resources to anything other than the priorities identified through methodical and objective needs assessments.

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

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

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**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I119618
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1. **TITLE:** Long-Acting Reversible Contraception Reprourement

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

3. **PURPOSE OF DECISION**

Long-Acting Reversible Contraception Reprourement - to be undertaken through the Provider Selection Regime - BFC to act as Host for RBWM & SBC

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

RESOLVED that

- i. The procurement route for of provision of Long-Acting Reversible Contraception (LARC) service, and the Emergency Hormonal Contraception (EHC) Service is agreed.
- ii. Bracknell Forest continues to host the contracting of LARC and EHC for the 3 local authorities across Berkshire East (Bracknell Forest, Slough and Royal Borough of Windsor and Maidenhead).

7. **REASON FOR DECISION**

- i. Local authorities commission LARC and EHC services as part of their responsibility for commissioning sexual health services (part of the public health grant functions). LARC includes the fitting and removal of Intra-uterine devices and systems and the EHC service is targeted to women aged 15-24 to ensure provision of a sexual health consultation alongside the provision of emergency contraception. The cost of the services are free to the patients.
- ii. These services are offered in addition to the specialist integrated sexual health service provision to increase patient choice in the settings through which patients can access contraception. GPs are the main provider outside of specialist sexual health settings to provide LARC and pharmacies are the main provider commissioned to provide an EHC service. This is because of the staffing and facilities needed to provide these services. These services are intricately linked to the provision in the specialist setting because insufficient provision in either service area could impact patient flows into the specialist setting.
- iii. Bracknell Forest Council is the commissioning authority for the specialist sexual health service, and it has been agreed by the Chief Executives of Bracknell Forest Council, Slough Borough Council and the Royal Borough of Windsor and Maidenhead that the current public health shared team functions for leadership,

commissioning and contract management of this service area remains in Bracknell Forest. It is on this basis that the Royal Borough of Windsor and Maidenhead and Slough Borough Council have agreed to continue the arrangement with Bracknell Forest Council hosting if Bracknell Forest are willing. This is advantageous all round as the EHC and LARC service provision impacts the flow of patients requiring the specialist service, so having oversight across supports governance and oversight of this service area.

- iv. Local authorities are one of the relevant authorities (RA) required to follow PSR when procuring health care services, irrespective of whether the providers are from the NHS, independent or the voluntary sector. PSR replaced Public Contracts Regulations 2015 when arranging health care services. Services within scope include sexual health services arranged by local authorities.
- v. While the LARC and EHC primary care services (meaning in primary care settings) have previously been commissioned with primary care providers, the provision through PSR will mean that any provider that meet the requirements can request a Contract (i.e., including both private and community sector providers). Current providers will be notified to register their Expression of Interest on the portal. A Prior Indication Noticed (PIN) will be issued to the marketplace to notify all potential providers of the opportunity.
- vi. The opportunity will be advertised on the following websites:-
 - 3.6.1. Find A Tender
 - 3.6.2. Contracts Finder
 - 3.6.3. South East Business Portal
- vii. The provisions of the Transfer of Undertakings (Protection of Employment) Regulations will not apply on expiry of the current contractual arrangements

8. ALTERNATIVE OPTIONS CONSIDERED

To not complete and leave Berkshire East without a LARC provision is not an option as providing access to contraception is part of the prescribed functions of the local authority grant. Providing access to EHC for women aged 13-24 is important to reduce the risk of teenage pregnancy and encourage adoption of contraception to reduce the risk of unplanned pregnancy

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

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

Date Decision Made	Final Day of Call-in Period
19 March 2024	26 March 2024

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I116282
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1. **TITLE:** Service plans 2024/25
2. **SERVICE AREA:** Chief Executive's Office
3. **PURPOSE OF DECISION**

To present the directorate service plans for 2024-25, setting out key activity to deliver the council's strategic aims.

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive
6. **DECISION:**

RESOLVED that

- i. the new service plan content for 2024-25 be endorsed, noting the actions committed to by each directorate to support the delivery of the Council Plan.
- ii. the plans be published on the Council website in April and to monitor their delivery through the review of the Council Plan Overview Report.

7. **REASON FOR DECISION**

Departmental Service Plans describe how directorates are working towards the delivery of the Council Plan and form a key part of the council's overall local performance framework. It demonstrates the work of services in delivering the objectives set out in the Council Plan and provides the basis for the quarterly service reports and the council plan overview report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Amendments have been made as part of the development process and have contributed to the final completion of the plans.

9. **DOCUMENT CONSIDERED:** Report of the Chief Executive
10. **DECLARED CONFLICTS OF INTEREST:** None

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**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I117044
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1. **TITLE:** Council Plan Overview Report Q3

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

3. **PURPOSE OF DECISION**

To report on the progress of the council in delivering the commitments within the Council Plan from October to December. This includes performance information and highlights.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

RESOLVED that the performance of the council over the period from October to December 2023 highlighted in the Overview Report in Annex A is noted, this includes any recommendations made by Overview and Scrutiny in Annex B.

7. **REASON FOR DECISION**

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

8. **ALTERNATIVE OPTIONS CONSIDERED**

None applicable.

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

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

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**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I116886
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1. **TITLE:** SEND Written Statement of Action

2. **SERVICE AREA:** People

3. **PURPOSE OF DECISION**

To provide the Executive with an update on progress that has been made on delivery of the WSOA action plan since the last Executive report in September 2023.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

RESOLVED that the Executive notes the progress made on implementing the SEND WSOA to improve services to children and families and the feedback from the DfE and NHS England to the end of November 2023.

7. **REASON FOR DECISION**

When the WSOA was produced it was agreed that the executive would have updates on progress made on implementation of the plan, following the DfE and NHS England reviews

8. **ALTERNATIVE OPTIONS CONSIDERED**

None

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

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

Date Decision Made	Final Day of Call-in Period
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**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I117755
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1. **TITLE:** Joint Venture Business Plan Review

2. **SERVICE AREA:** Resources

3. **PURPOSE OF DECISION**

To review progress made by Bracknell Forest Cambium Partnership 2023- 2024 and to agree the aims and strategy for the Joint Venture Business Plan for 2024-2027.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

RESOLVED that

- i. the progress made by Bracknell Forest Cambium Partnership for the period December 2022 to December 2023 be noted.
- ii. the proposed JV Business Plan for the Bracknell Forest Cambium Partnership as set out in Annex A and the financial budget and forecast as set out in Confidential Annex B.

7. **REASON FOR DECISION**

- i. The recommendations 2.1 and 2.2 support the fulfilment of Bracknell Forest Cambium Partnership's objectives and aligns with the legal agreements entered into by the partners, which require the agreed JV Business Plan to be formally reviewed each year.
- ii. The scope of the JV Business Plan has not changed materially since inception in 2020, although the Jubilee Gardens site is now be considered as part of a wider master planning of secondary sites, such as the Southern Gateway and Eastern Gateway Development area, The Southern Gateway also now includes High Street car park as Phase 1 of the Southern Gateway development. To note a separate report is being considered by Executive in March 2024 on the proposals for the Southern gateway and wider consultation. There is no obligation for the Council to enter into any exclusivity arrangements on additional sites and each site will be subject to Executive approval prior to any initial site development proposal (ISDP) being put to the Council for consideration.
- iii. The Executive has agreed the ISDP for the Depot site in October 2023 which will now be developed for planning submission and subsequently a Settled Site Development Plan will be put to Executive for approval prior to land being drawn down into the JV.
- iv. The Business Plan includes ambitions for the Southern Gateway which supports the

council in its vision for the Town centre. The key points are to blend build form and landscape, improve connectivity on foot; cycling and for public transport; supporting the town centre economy with new cultural activities; mixed use; green spaces and high-quality offices and homes.

8. ALTERNATIVE OPTIONS CONSIDERED

Members could choose not to endorse the Business Plan and instruct the Partnership to rework any parts that cause concern. However, as there are no proposed significant amendments to the Business Plan 2020-23 that have not previously been considered and endorsed by Members, it is felt that this would not be easily justified.

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

10. DECLARED CONFLICTS OF INTEREST: Councillors Bidwell and Neil declared affected interests in relation to item 12 being the Council's representatives on the Board overseeing the joint venture and would leave the meeting for the duration of the item.

Date Decision Made	Final Day of Call-in Period
19 March 2024	26 March 2024