

**EXECUTIVE  
9 FEBRUARY 2021  
5.00 - 6.13 PM**



**Present:**

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

**128. Declarations of Interest**

There were no declarations of interest.

**129. Minutes**

**RESOLVED** that the minutes of the meeting of the Executive on 26 January 2021 together with the accompanying decision records be confirmed as a correct record and signed by the Leader.

**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:

**130. Vehicle Emissions and Air Quality**

**RESOLVED** that

- 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.

**131. School Places Plan and Capacity Strategy**

**RESOLVED** that the School Places Plan and School Capacity Strategy 2021-25 be approved.

132. **Revised Local Development Scheme for Bracknell Forest**

**RESOLVED** that the Local Development Scheme 2021 – 2024 shall come into effect on 17th February 2021.

133. **Capital Programme 2021/22**

That the Executive recommends to Council:

- i. General Fund capital funding of £12.221m for 2021/22 in respect of those schemes listed in Annexes A – D of the Chief Executive/Director: Resources' report.
- ii. That they approve the inclusion of £5.363 of expenditure to be externally funded (including £1.524m of S106 funding) as outlined in paragraph 5.21 of the Chief Executive/Director: Resources' report.
- iii. That those schemes that attract external grant funding are included within the Capital Programme at the level of funding received.
- iv. Agrees that capital schemes that require external funding can only proceed once the Council is certain of receiving the grant
- v. The inclusion of an additional budget of £1m for Invest to Save schemes.

134. **Revenue Budget 2021/22**

That the Executive, in recommending to Council a budget and Council Tax level for 2021/22:

- i. Confirms the original budget proposals, subject to the revisions in section 8.3 of the Chief Executive/Director: Resources report and those decisions to be taken elsewhere on this agenda on the capital programme;
- ii. Agrees the provision for inflation of £1.200m (section 8.2 of the Chief Executive/Director: Resources report);
- iii. Agrees the additional budget proposals as set out in Annexe A and Annexe D and in sections 6.2 (specific grants), 6.3 (business rates), 7.3 (collection fund), 8.3 (updated pressures) and the proposed one-off investments in paragraph 11.3 a) – f) of the Chief Executive/Director: Resources report;
- iv. Agrees that the Council should make additional funding available for distribution to schools through the local funding formula at the level set out in section 9.1 of the Chief Executive/Director: Resources report subject to any minor amendments made by the Executive Member for Children, Young People and Learning following the receipt of definitive funding allocations for Early Years and High Needs pupils;
- v. Includes a general contingency totalling £2.250m (section 10.6) and a Covid-19 specific contingency of £3.417m (section 10.7), use of which are to be authorised by the Chief Executive in consultation with the Director: Resources in accordance with the delegations included in the Council's constitution;

- vi. Subject to the above recommendations, confirms its support for the draft budget proposals;
- vii. Approves the Net Revenue Budget before allowance for additional interest from any use of balances as set out in Annexe G to the Chief Executive/Director: Resources report;
- viii. Agrees the contribution of £0.001m to be made from revenue balances (before additional interest from the use of balances) to support revenue expenditure;
- ix. Recommends a 3.49% increase in the Council Tax for the Council's services and that the Council Tax requirement, excluding Parish and Town Council precepts, be set as £63.475m;
- x. Recommends that the Council Tax for the Council's services and that each Valuation Band is set as follows:

Band	Tax Level Relative to Band D	£
A	6/9	935.46
B	7/9	1091.37
C	8/9	1247.28
D	9/9	1403.19
E	11/9	1715.01
F	13/9	2026.83
G	15/9	2338.65
H	18/9	2806.38

- xi. Recommends that the Council approves the following indicators, limits, strategies and policies included in Annexe E of the Chief Executive/Director: Resources report:
  - The Prudential Indicators and Limits for 2021/22 to 2023/24 contained within Annexe E(i);
  - The Minimum Revenue Provision (MRP) Policy contained within Annexe E(ii);
  - The Treasury Management Strategy Statement, and the Treasury Prudential Indicators contained in Annexe E(iii);
  - The Authorised Limit Prudential Indicator in Annexe E(iii);
  - The Investment Strategy 2021/22 to 2023/24 and Treasury Management Limits on Activity contained in Annexe E(iv);
- xii. Approves the virements relating to the 2020/21 budget as set out in Annexe H of the Chief Executive/Director: Resources report and recommends those that are over £0.100m for approval by Council.

**CHAIRMAN**

## Bracknell Forest Council Record of Decision

<b>Work Programme Reference</b>	<b>I097104</b>
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1. **TITLE:** Vehicle Emissions and Air Quality
2. **SERVICE AREA:** Delivery
3. **PURPOSE OF DECISION**

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'

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

6. **DECISION:**

- 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.

7. **REASON FOR DECISION**

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

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 of the Councils wider approach to improving air quality as part of its Climate Change strategy.

**8. ALTERNATIVE OPTIONS CONSIDERED**

The only alternative is not to take the proposed policy position but to bring about compliance purely through encouraging change of practice. It is however felt that this policy position enhances and strengthens the desire to bring about change and of itself allows for promotion of the issues through signage etc.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
9 February 2021	16 February 2021

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I097529</b>
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1. **TITLE:** School Places Plan and Capacity Strategy

2. **SERVICE AREA:** People

3. **PURPOSE OF DECISION**

To approve the School Places Plan and Capacity Strategy 2021-25. These were last approved by the Executive in January 2020 and have now been updated to cover the five-year period from 2021 to 2025.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the School Places Plan and School Capacity Strategy 2021-25 be approved.

7. **REASON FOR DECISION**

1. The Council has the statutory duty to provide sufficient school places.
2. The School Places Plan and Capacity Strategy are the essential tools employed by the Council to meet this duty.

8. **ALTERNATIVE OPTIONS CONSIDERED**

None, it is business critical to undertake pupil forecasting to ensure the Council meets its statutory duty to provide sufficient school places.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
9 February 2021	16 February 2021

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>1097548</b>
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1. **TITLE:** Revised Local Development Scheme for Bracknell Forest

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

3. **PURPOSE OF DECISION**

To agree a revised Local Development Scheme containing updated timetables for producing Local Plans in Bracknell Forest in view of the statutory requirement to publish an up to date Local Development Scheme on the website so that local communities and interested parties can keep track of progress of Local Plans being prepared in an area.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Local Development Scheme 2021 – 2024 shall come into effect on 17th February 2021.

7. **REASON FOR DECISION**

The Council is required to maintain an up to date LDS on its website. Preparation and approval of an up to date LDS aims to give residents, businesses and potential investors a clear indication of the timetable that the Council is working to in respect of the production of local development documents. It provides a starting point for stakeholders to see at what stages they can get involved in compiling these documents. The current version of the LDS does not contain up to date timetables for the local plans that are being prepared.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The option of not updating the LDS has been considered, but there is a statutory requirement for an up to date LDS. Due to the changes set out below, it is not possible to keep to the timelines set out in the current LDS. Additionally, not publishing an up to date LDS would mean a lack of clarity for local residents, developers and the business community about the Council's intended approach to producing planning policies to guide future development.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
9 February 2021	16 February 2021



**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I095241</b>
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1. **TITLE:** Capital Programme 2021/22

2. **SERVICE AREA:**

3. **PURPOSE OF DECISION**

To recommend to Council the annual budget.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Executive recommends to Council:

- i. General Fund capital funding of £12.221m for 2021/22 in respect of those schemes listed in Annexes A – D of the Chief Executive/Director: Resources' report.
- ii. That they approve the inclusion of £5.363 of expenditure to be externally funded (including £1.524m of S106 funding) as outlined in paragraph 5.21 of the Chief Executive/Director: Resources' report.
- iii. That those schemes that attract external grant funding are included within the Capital Programme at the level of funding received.
- iv. Agrees that capital schemes that require external funding can only proceed once the Council is certain of receiving the grant
- v. The inclusion of an additional budget of £1m for Invest to Save schemes.

7. **REASON FOR DECISION**

The reasons for the recommendations are set out in the report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The alternative options are considered in the report.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
9 February 2021	16 February 2021

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I090701</b>
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1. **TITLE:** Revenue Budget 2021/22

2. **SERVICE AREA:**

3. **PURPOSE OF DECISION**

To recommend to Council the annual budget.

4 **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That the Executive, in recommending to Council a budget and Council Tax level for 2021/22:

- i. Confirms the original budget proposals, subject to the revisions in section 8.3 of the Chief Executive/Director: Resources report and those decisions to be taken elsewhere on this agenda on the capital programme;
- ii. Agrees the provision for inflation of £1.200m (section 8.2 of the Chief Executive/Director: Resources report);
- iii. Agrees the additional budget proposals as set out in Annexe A and Annexe D and in sections 6.2 (specific grants), 6.3 (business rates), 7.3 (collection fund), 8.3 (updated pressures) and the proposed one-off investments in paragraph 11.3 a) – f) of the Chief Executive/Director: Resources report;
- iv. Agrees that the Council should make additional funding available for distribution to schools through the local funding formula at the level set out in section 9.1 of the Chief Executive/Director: Resources report subject to any minor amendments made by the Executive Member for Children, Young People and Learning following the receipt of definitive funding allocations for Early Years and High Needs pupils;
- v. Includes a general contingency totalling £2.250m (section 10.6) and a Covid-19 specific contingency of £3.417m (section 10.7), use of which are to be authorised by the Chief Executive in consultation with the Director: Resources in accordance with the delegations included in the Council's constitution;
- vi. Subject to the above recommendations, confirms its support for the draft budget proposals;
- vii. Approves the Net Revenue Budget before allowance for additional interest from any use of balances as set out in Annexe G to the Chief Executive/Director: Resources report;

- viii. Agrees the contribution of £0.001m to be made from revenue balances (before additional interest from the use of balances) to support revenue expenditure;
- ix. Recommends a 3.49% increase in the Council Tax for the Council's services and that the Council Tax requirement, excluding Parish and Town Council precepts, be set as £63.475m;
- x. Recommends that the Council Tax for the Council's services and that each Valuation Band is set as follows:

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- xi. Recommends that the Council approves the following indicators, limits, strategies and policies included in Annexe E of the Chief Executive/Director: Resources report:
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  - The Investment Strategy 2021/22 to 2023/24 and Treasury Management Limits on Activity contained in Annexe E(iv);
- xii. Approves the virements relating to the 2020/21 budget as set out in Annexe H of the Chief Executive/Director: Resources report and recommends those that are over £0.100m for approval by Council.

**7. REASON FOR DECISION**

The recommendations are designed to enable the Executive to propose a revenue budget and Council Tax level for approval by Council on 24 February.

**8. ALTERNATIVE OPTIONS CONSIDERED**

Background information relating to the options considered is included in the report.

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

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

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
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9 February 2021

16 February 2021