

## **NOTICE OF MEETING**

### **Overview and Scrutiny Commission**

**Monday 1 July 2013, 7.30 pm**

**Council Chamber, Fourth Floor, Easthampstead House, Bracknell**

### **To: OVERVIEW AND SCRUTINY COMMISSION**

Councillor Leake (Chairman), Councillor Angell (Vice-Chairman), Councillors Baily, Mrs Birch, Ms Brown, Finnie, Gbadebo, Harrison, Heydon, McLean, Turrell and Virgo

**Church Representative Members** (Voting in respect of education matters only)

Two Vacancies

**Parent Governor Representative Members** (Voting in respect of education matters only)

Mr R Briscoe and Mrs C Murray

**cc: Substitute Members of the Commission**

Councillors Allen, Kensall, Mrs McCracken, Ms Miller, Mrs Temperton and Worrall

ALISON SANDERS  
Director of Corporate Services

### **EMERGENCY EVACUATION INSTRUCTIONS**

- 1 If you hear the alarm, leave the building immediately.
- 2 Follow the green signs.
- 3 Use the stairs not the lifts.
- 4 Do not re-enter the building until told to do so.

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**Overview and Scrutiny Commission**  
**Monday 1 July 2013, 7.30 pm**  
**Council Chamber, Fourth Floor, Easthampstead House,**  
**Bracknell**

**Note:** There will be a private meeting for members of the Overview and Scrutiny Commission at 6.45pm in the Function Room, Easthampstead House

**AGENDA**

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**1. Apologies for Absence/Substitute Members**

To receive apologies for absence and to note the attendance of any substitute members.

**2. Minutes and Matters Arising**

To approve as a correct record the minutes of the meeting of the Overview and Scrutiny Commission held on 2 May 2013 and 15 May 2013.

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**3. Declarations of Interest and Party Whip**

Members are requested to declare any disclosable pecuniary or affected interest, including the existence and nature of the Party Whip, in respect of any matter to be considered at this meeting.

*Any Member with a Disclosable Pecuniary Interest or an affected 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.*

**4. Urgent Items of Business**

Any other items which, pursuant to Section 100B(4)(b) of the Local Government Act 1972, the Chairman decides are urgent.

**5. Appointment of Church of England Representative**

To appoint Reverend Canon Nick Parish to the Children, Young People and Learning Overview and Scrutiny Panel.

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**6. Public Participation**

To receive submissions from members of the public which have been submitted in advance in accordance with the Council's Public Participation Scheme for Overview and Scrutiny.

## **Overview and Policy Development**

### **7. Commercial Property Portfolio**

To receive a briefing on the extent and operation of the Council's Commercial Property Portfolio.

### **8. Residents' Survey 2012**

To consider the action plan to address issues arising from the survey of residents' opinions in 2012.

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## **Holding the Executive to Account**

### **9. Executive Forward Plan**

Forthcoming items on the Executive Forward Plan of a corporate nature are attached for consideration.

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## **Performance Monitoring**

### **10. Quarterly Service Reports 2012/13**

To consider the latest trends, priorities and pressures in terms of departmental performance as reported in the Quarterly Service Reports for the fourth, and final, quarter of 2012/13 (January to March) relating to:

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- Chief Executive's Office
- Corporate Services Department

**Please bring your copies of the previously circulated Quarterly Service Report to the meeting. Copies are available on request and attached to this agenda if viewed online.**

*The Chairman has asked that any questions arising from the Quarterly Service Reports should be referred to either the Assistant Chief Executive or Director of Corporate Services in advance and only raised in the meeting if you consider the issue requires wider discussion.*

### **11. Corporate Performance Overview Report**

To consider the Chief Executive's Corporate Performance Overview Report covering the fourth, and final, quarter (January to March) of 2012/13.

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*The Chairman has asked that any detailed questions arising from the report should be referred to the Assistant Chief Executive in advance and only raised in the meeting if you consider the issue requires wider discussion.*

## **Overview and Policy Development**

### **12. Overview and Scrutiny Progress Report**

To note the Bi-annual progress report of the Assistant Chief Executive. 111 - 122

13. **Work Programme Update**

To note the progress against the Overview and Scrutiny work programme for 2013-14. 123 - 128

To receive verbal updates from the Overview and Scrutiny Panel Chairmen on each panel's progress against the work programme, drawing attention to any major issues or changes needed to the programme:

- Adult Social Care and Housing – Councillor Turrell
- Children, Young People and Learning – Councillor Mrs Birch
- Environment, Culture and Communities – Councillor Finnie
- Health – Councillor Virgo

14. **Date of Next Meeting**

The next planned meeting of the Overview and Scrutiny Commission will be on 5 September 2013.