

## OVERVIEW & SCRUTINY COMMISSION

### EXECUTIVE WORK PROGRAMME

#### RESOURCES

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| <b>REFERENCE:</b>           | I072157   |
| <b>TITLE:</b>               | Commercial Property Investment Strategy Update  |
| <b>PURPOSE OF REPORT:</b>   | To review progress to date and consider next steps  |
| <b>DECISION MAKER:</b>      | Executive   |
| <b>DECISION DATE:</b>       | 21 Nov 2017   |
| <b>FINANCIAL IMPACT:</b>    | Capital investment of £60m has already been approved. The report will consider this level of expenditure against the additional income aspiration of £3m per annum. |
| <b>CONSULTEES:</b>          | Councillors and Corporate Management Team   |
| <b>CONSULTATION METHOD:</b> | Presentation to Overview and Scrutiny Commission for consideration on 21 September 2017   |

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| <b>REFERENCE:</b>           | I071506   |
| <b>TITLE:</b>               | Contract Award for Cleaning Contract  |
| <b>PURPOSE OF REPORT:</b>   | To approve the contract award for the Corporate Cleaning Contract (which includes a mixture of school sites and civic buildings).   |
| <b>DECISION MAKER:</b>      | Executive   |
| <b>DECISION DATE:</b>       | 19 Dec 2017   |
| <b>FINANCIAL IMPACT:</b>    | Anticipated to remain within existing budgets   |
| <b>CONSULTEES:</b>          | As above  |
| <b>CONSULTATION METHOD:</b> | Key site representatives form part of the Project team, however award decision will be made in consultation with the Portfolio Review Group and Corporate Management team prior to the Executive. |

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| <b>REFERENCE:</b>           | I070322   |
| <b>TITLE:</b>               | Revenue Budget 2018/19  |
| <b>PURPOSE OF REPORT:</b>   | To approve the Council's budget proposals for consultation.   |
| <b>DECISION MAKER:</b>      | Executive   |
| <b>DECISION DATE:</b>       | 19 Dec 2017   |
| <b>FINANCIAL IMPACT:</b>    | Council's annual budget proposals.  |
| <b>CONSULTEES:</b>          | Targeted consultation exercises will be undertaken with business rate payers, the Schools Forum, Parish Councils and voluntary organisations. In addition, this report and all the supporting information will be publicly available to any individual or group who wish to comment on any proposal included within it. Internal consultation is via officers, members and more specifically the Overview & Scrutiny Commission and its panels. |
| <b>CONSULTATION METHOD:</b> | Information will be provided on the Council's website; a letter will be sent to all business ratepayers and there will be a dedicated mailbox for comments.   |

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| <b>REFERENCE:</b>           | I066989  |
| <b>TITLE:</b>               | Commercial Property Investment Opportunity   |
| <b>PURPOSE OF REPORT:</b>   | To consider properties (if any) in which the Council may seek to invest, in accordance with the Commercial Property Investment Strategy. |
| <b>DECISION MAKER:</b>      | Executive Committee: Commercial Property   |
| <b>DECISION DATE:</b>       | 19 Dec 2017  |
| <b>FINANCIAL IMPACT:</b>    | Additional income  |
| <b>CONSULTEES:</b>          | Corporate Management Team and Executive Members  |
| <b>CONSULTATION METHOD:</b> | Via draft report   |

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| <b>REFERENCE:</b>           | I067066  |
| <b>TITLE:</b>               | Calculation of the Council Taxbase   |
| <b>PURPOSE OF REPORT:</b>   | The calculation of the Council Taxbase for Bracknell Forest for the coming financial year.   |
| <b>DECISION MAKER:</b>      | Executive Member for Culture, Corporate Services and Public Protection   |
| <b>DECISION DATE:</b>       | 31 Dec 2017  |
| <b>FINANCIAL IMPACT:</b>    | It is necessary for the Council to calculate and agree the taxbase for the coming year in order that the borough council and other precepting authorities may set the tax. |
| <b>CONSULTEES:</b>          | None   |
| <b>CONSULTATION METHOD:</b> | Not applicable.  |

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| <b>REFERENCE:</b>           | I070471   |
| <b>TITLE:</b>               | Retender of Property and Motor Insurance Provider   |
| <b>PURPOSE OF REPORT:</b>   | That the Executive approves the award of contract for insurance provider for property and motor insurance policies with associated claims handling service. |
| <b>DECISION MAKER:</b>      | Executive   |
| <b>DECISION DATE:</b>       | 23 Jan 2018   |
| <b>FINANCIAL IMPACT:</b>    | Dependent on the state of the insurance market.   |
| <b>CONSULTEES:</b>          | Service Efficiency Group  |
| <b>CONSULTATION METHOD:</b> | Circulation to Service Efficiency Group   |

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| <b>REFERENCE:</b>           | I066990  |
| <b>TITLE:</b>               | Commercial Property Investment Opportunity   |
| <b>PURPOSE OF REPORT:</b>   | To consider properties (if any) in which the Council may seek to invest, in accordance with the Commercial Property Investment Strategy. |
| <b>DECISION MAKER:</b>      | Executive Committee: Commercial Property   |
| <b>DECISION DATE:</b>       | 23 Jan 2018  |
| <b>FINANCIAL IMPACT:</b>    | Additional income  |
| <b>CONSULTEES:</b>          | Corporate Management Team and Executive Members  |
| <b>CONSULTATION METHOD:</b> | Via draft report   |

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| <b>REFERENCE:</b>           | I071986  |
| <b>TITLE:</b>               | Equality Information Publication 2016-17   |
| <b>PURPOSE OF REPORT:</b>   | To approve the publication of workforce and service based equality information which the Council is required to produce annually together with an overarching report which summarises the above and includes other data relating to other aspects of the Equalities Act. |
| <b>DECISION MAKER:</b>      | Executive Member for Council Strategy and Community Cohesion   |
| <b>DECISION DATE:</b>       | 24 Jan 2018  |
| <b>FINANCIAL IMPACT:</b>    | Not applicable.  |
| <b>CONSULTEES:</b>          | Departmental Management Teams and Council Equalities Group.  |
| <b>CONSULTATION METHOD:</b> | At meetings and via email.   |

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| <b>REFERENCE:</b>           | I070323   |
| <b>TITLE:</b>               | Revenue Budget 2018/19  |
| <b>PURPOSE OF REPORT:</b>   | To recommend to Council the annual revenue budget.  |
| <b>DECISION MAKER:</b>      | Executive   |
| <b>DECISION DATE:</b>       | 13 Feb 2018   |
| <b>FINANCIAL IMPACT:</b>    | Council's annual budget.  |
| <b>CONSULTEES:</b>          | Targeted consultation exercises will be undertaken with business rate payers, the Schools Forum, Parish Councils and voluntary organisations. In addition, this report and all the supporting information will be publicly available to any individual or group who wish to comment on any proposal included within it. Internal consultation is via officers, members and more specifically the Overview & Scrutiny Commission and its panels. |
| <b>CONSULTATION METHOD:</b> | Information will be provided on the Council's website; a letter will be sent to all business ratepayers and there will be a dedicated mailbox for comments.   |

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| <b>REFERENCE:</b>           | I071009  |
| <b>TITLE:</b>               | Polling Districts and Polling Places Review  |
| <b>PURPOSE OF REPORT:</b>   | To carry out a review of polling districts and polling places in the borough as required by Section 18 of the Representation of the People Act 1983 and Section 17 of the Electoral Administration Act 2013. |
| <b>DECISION MAKER:</b>      | Executive  |
| <b>DECISION DATE:</b>       | 17 Jul 2018  |
| <b>FINANCIAL IMPACT:</b>    | None.  |
| <b>CONSULTEES:</b>          | Residents of the borough.  |
| <b>CONSULTATION METHOD:</b> | Consultation portal and parish meetings.   |