

**OVERVIEW & SCRUTINY COMMISSION****CORPORATE SERVICES****EXECUTIVE WORK PROGRAMME**

<b>REFERENCE:</b>	I062268
<b>TITLE:</b>	Insurance Broker Contract
<b>PURPOSE OF REPORT:</b>	The contract with the Council's current Insurance Broker, Jardine Lloyd Thompson (JLT) was for an initial three year period ending on 30 September 2014 with an option to extend for 2 further years. The contract was extended for the full two years and expires on 30 September 2016. JLT have been in discussions with the Council's Insurance Section to propose a further extension of the current contract terms, as an alternative to the re-tendering of the contract. We are seeking approval to further extend the current insurance broker contract with Jardine Lloyd Thompson annually for a maximum of three years to 30 September 2019
<b>DECISION MAKER:</b>	Executive Member for Transformation & Finance
<b>DECISION DATE:</b>	16 Aug 2016
<b>FINANCIAL IMPACT:</b>	The annual fee for the current contract with JLT is £7,000 plus VAT. The proposal received from JLT for the further three year extension of the contract has been offered at a considerably reduced fee of £4,900 plus VAT per annum. This fee will include any works required for the retendering of the Council's insurance programme.
<b>CONSULTEES:</b>	Head of Procurement Borough Solicitor
<b>CONSULTATION METHOD:</b>	Meetings and written consultation.

Unrestricted

<b>REFERENCE:</b>	I061978
<b>TITLE:</b>	Specialist Printing for Electoral Services
<b>PURPOSE OF REPORT:</b>	The purpose of this report is to approve the Procurement Plan for the provision of a fit for purpose Electoral Services printing and postage contract over four years.
<b>DECISION MAKER:</b>	Director of Corporate Services, Executive Member for Culture, Corporate Services and Public Protection
<b>DECISION DATE:</b>	7 Jul 2016
<b>FINANCIAL IMPACT:</b>	Funding for this project is being drawn from a number of sources of which the most significant are the Cabinet Office' IER grants (for annual canvass) and Electoral Claims Unit (for all national elections and referenda). Costs have been estimated and some minor savings may be achieved if sufficient competition is received.
<b>CONSULTEES:</b>	Council Officers including the Head of Procurement, Borough Treasurer and Borough Solicitor were consulted in the drafting of the Plan.
<b>CONSULTATION METHOD:</b>	N/A

<b>REFERENCE:</b>	I056853
<b>TITLE:</b>	Corporate Asset Management Plan - Annual Update
<b>PURPOSE OF REPORT:</b>	The Executive Member to agree the Council's Corporate Asset Management Plan.
<b>DECISION MAKER:</b>	Executive Member for Transformation & Finance
<b>DECISION DATE:</b>	11 Jul 2016
<b>FINANCIAL IMPACT:</b>	No financial implications
<b>CONSULTEES:</b>	Corporate Asset Management Group
<b>CONSULTATION METHOD:</b>	Meetings

Unrestricted

<b>REFERENCE:</b>	I060715
<b>TITLE:</b>	Capital Expenditure Outturn 2015/16
<b>PURPOSE OF REPORT:</b>	To note outturn expenditure and financing and to approve carry forwards.
<b>DECISION MAKER:</b>	Executive
<b>DECISION DATE:</b>	18 Jul 2016
<b>FINANCIAL IMPACT:</b>	None at this time
<b>CONSULTEES:</b>	N/A
<b>CONSULTATION METHOD:</b>	None

<b>REFERENCE:</b>	I060374
<b>TITLE:</b>	Medium Term Financial Strategy
<b>PURPOSE OF REPORT:</b>	To agree the Council's Medium Term Financial Strategy, Efficiency Plans and the Multi-Year Settlement.
<b>DECISION MAKER:</b>	Executive
<b>DECISION DATE:</b>	18 Jul 2016
<b>FINANCIAL IMPACT:</b>	To set out the Council's Medium Term Financial Plans.
<b>CONSULTEES:</b>	CMT Members
<b>CONSULTATION METHOD:</b>	Meetings with interested parties

Unrestricted

<b>REFERENCE:</b>	I060097
<b>TITLE:</b>	Revenue Expenditure Outturn 2015/16
<b>PURPOSE OF REPORT:</b>	To note outturn expenditure and make recommendations to the Governance and Audit Committee on Reserves.
<b>DECISION MAKER:</b>	Executive
<b>DECISION DATE:</b>	18 Jul 2016
<b>FINANCIAL IMPACT:</b>	None at this time
<b>CONSULTEES:</b>	N/A
<b>CONSULTATION METHOD:</b>	None

<b>REFERENCE:</b>	I060085
<b>TITLE:</b>	Complaints against Bracknell Forest Council in 2015-16
<b>PURPOSE OF REPORT:</b>	To brief the Executive on complaints made against the Council in 2015-16
<b>DECISION MAKER:</b>	Executive
<b>DECISION DATE:</b>	27 Sep 2016
<b>FINANCIAL IMPACT:</b>	Contained within the report
<b>CONSULTEES:</b>	None
<b>CONSULTATION METHOD:</b>	None

Unrestricted

<b>REFERENCE:</b>	I058314
<b>TITLE:</b>	Discretionary Rates Relief - New Applications
<b>PURPOSE OF REPORT:</b>	To consider new applications for discretionary rate relief and hardship relief
<b>DECISION MAKER:</b>	Executive Member for Culture, Corporate Services and Public Protection
<b>DECISION DATE:</b>	30 Sep 2016
<b>FINANCIAL IMPACT:</b>	Within existing budget
<b>CONSULTEES:</b>	Not applicable
<b>CONSULTATION METHOD:</b>	Not applicable

<b>REFERENCE:</b>	I061665
<b>TITLE:</b>	Bracknell Forest Partnership Community Engagement Strategy: report against actions 2015/16
<b>PURPOSE OF REPORT:</b>	To report on the progress against actions in the Bracknell Forest Partnership Community Engagement Strategy 2013/16 during its third year of implementation, and to celebrate community engagement achievements during 2015/16.
<b>DECISION MAKER:</b>	Executive Member for Council Strategy and Community Cohesion
<b>DECISION DATE:</b>	18 Oct 2016
<b>FINANCIAL IMPACT:</b>	All activity was supported by existing budgets.
<b>CONSULTEES:</b>	The Council's Community Cohesion and Engagement Partnership members.
<b>CONSULTATION METHOD:</b>	Through meetings and by email

Unrestricted

<b>REFERENCE:</b>	I057529
<b>TITLE:</b>	Customer Contact Strategy 2016 - 2019
<b>PURPOSE OF REPORT:</b>	To outline the direction for customer contact for the coming three years. There will be an action plan to accompany the strategy, which will be updated annually.
<b>DECISION MAKER:</b>	Executive
<b>DECISION DATE:</b>	18 Oct 2016
<b>FINANCIAL IMPACT:</b>	The financial impact of each work package in the action plan will be assessed as it arises, and may be subject to capital bids.
<b>CONSULTEES:</b>	Internally - DMTs, Customer Contact Strategy Group, All Staff, Elected Members Externally - Partners, public
<b>CONSULTATION METHOD:</b>	Internally - surveys, meetings and workshops Externally - on-line questionnaire / survey

<b>REFERENCE:</b>	I056283
<b>TITLE:</b>	ICT Strategy / Digital Internal
<b>PURPOSE OF REPORT:</b>	To outline technology/ICT direction for the next three years. The action plan will be updated on an annual basis.
<b>DECISION MAKER:</b>	Executive
<b>DECISION DATE:</b>	18 Oct 2016
<b>FINANCIAL IMPACT:</b>	Detailed in each work stream associated with the strategy and subject to capital bids.
<b>CONSULTEES:</b>	Operations Group, ICT Steering Group, Members ICT Working Group, DMT, CMT
<b>CONSULTATION METHOD:</b>	Via meetings and workshops