

# Communities Overview and Scrutiny Committee

6 December 2011

# Agenda

A meeting of the Communities Overview and Scrutiny Committee will be held at **SHIRE HALL, WARWICK** on **TUESDAY, 6 DECEMBER 2011** at **10:00am**

## 1. General

- (1) Apologies
- (2) Members' Disclosures of Personal and Prejudicial Interests

**Note: Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest the Member must withdraw from the room.**

Membership of a district or borough council is classed as a personal interest under the Code of Conduct. A member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.

- (3) Chair's Announcements
- (4) Minutes of the meeting held on 10 October 2011 and matters arising

## 2. Public Question Time

Up to 30 minutes of the meeting are available for members of the public to ask questions on any matters relevant to the business of the Communities Overview and Scrutiny Committee. Questioners may ask two questions and can speak for up to three minutes each.

For further information about public question time please contact Dave Abbott:  
Tel: (01926) 412323  
Email: [daveabbott@warwickshire.gov.uk](mailto:daveabbott@warwickshire.gov.uk)

## 3. Questions to the Portfolio Holders

Up to 30 minutes of the meeting are available for members of the Committee to put questions to the following Portfolio Holders on any matters relevant to the remit of the Communities Overview and Scrutiny Committee, and for the Portfolio Holders to update the Committee on relevant issues.

- Councillor Peter Butlin, Portfolio Holder for Transport and Highways
- Councillor Alan Cockburn, Portfolio Holder for Sustainable Communities
- Councillor Colin Hayfield, Portfolio Holder for Customers, Access and Physical Assets
- Councillor Richard Hobbs, Portfolio Holder for Community Safety

#### **4. Update on Performance Management**

Phil Evans, Head of Service Improvement and Change Management, will talk to the Committee about effective performance management and it relates to overview and scrutiny.

#### **5. Mid-Year Performance Report**

This report presents performance information relevant to the remit of the committee at Quarter 2. Appendix A provides the committee with a summary of progress against the delivery of the ambitions in the 2011-13 Corporate Business Plan. Additional detailed financial information supporting the report is available online: [Item 5 - Optional \(web only\) Finance & Performance Appendices.pdf](#)

##### **Recommendation**

That the Communities Overview and Scrutiny Committee comments on any performance measures within its remit.

For further information please contact:

Phil Evans, Head of Service Improvement and Change Management

Tel: (01926) 412293

Email: [philevans@warwickshire.gov.uk](mailto:philevans@warwickshire.gov.uk)

#### **6. Impact of Staffing Reductions within the Communities Group and the Library and Information Service**

This report details the impact of staffing reductions within the Communities Group and the Library and Information Service. The report provides a breakdown of the posts deleted, the impact of this on services, and indicates the number of posts expected to be removed in the future.

##### **Recommendations**

That the Communities Overview and Scrutiny Committee:

1. Considers the position of the Business Units as a result of the loss of posts.
2. Agrees to monitor the continuing impact upon service delivery.
3. Advises Cabinet of potential issues or outcomes that may arise due to the deletion of posts from services.

For further information please contact:

Andy Dunn, HR Business Partner

Tel: (01926) 418623

Email: [andydunne@warwickshire.gov.uk](mailto:andydunne@warwickshire.gov.uk)

#### **7. Warwickshire Fire and Rescue Authority Integrated Risk Management Plan**

Members are invited to submit feedback on the Integrated Risk Management Plan mid-term review.

**Recommendation**

That the O&S Committee comment on the Warwickshire Fire & Rescue Authority Integrated Risk Management Plan as appropriate.

**8. Work Programme 2011-12**

The Communities Overview and Scrutiny Committee is asked to consider its work programme for 2011-12.

**Recommendation**

That the Committee considers the draft work programme at Appendix A and amends as appropriate.

For further information please contact:  
Dave Abbott, Democratic Services Officer  
Tel: (01926) 412323  
Email: [daveabbott@warwickshire.gov.uk](mailto:daveabbott@warwickshire.gov.uk)

JIM GRAHAM  
Chief Executive  
Shire Hall  
Warwick

**Membership of the Communities Overview and Scrutiny Committee**

**County Councillors**

Sarah Boad, Richard Chattaway, Michael Doody, Mike Gittus, Barry Lobbett, Tilly May, Chris Saint, Ray Sweet, Helen Walton, John Whitehouse

**Cabinet Members**

Councillor Peter Butlin – Portfolio Holder Transport and Highways  
Councillor Alan Cockburn - Portfolio Holder Sustainable Communities  
Councillor Colin Hayfield - Portfolio Holder Customers, Access and Physical Assets  
Councillor Richard Hobbs - Portfolio Holder Community Safety

**If you have any general enquiries please contact Dave Abbott:**

**Tel: (01926) 412323**

**Email: [daveabbott@warwickshire.gov.uk](mailto:daveabbott@warwickshire.gov.uk)**

**For enquiries about specific reports please contact the named officers**