

AGENDA MANAGEMENT SHEET

Name of Committee Corporate Services and Community Safety Overview and Scrutiny Committee

Date of Committee 16 September 2009

Report Title Work Programme containing Items for Future Meetings

Summary The attached work programme contains the items agreed by the O & S Board at its meeting on 2nd September 2009.

For further information please contact: Jean Hardwick
Principle Committee Administrator
Tel: 01926 412476
jeanhardwick@warwickshire.gov.uk

Would the recommended decision be contrary to the Budget and Policy Framework? No.

Background papers None

CONSULTATION ALREADY UNDERTAKEN:- Details to be specified

Other Committees

Local Member(s)

Other Elected Members Councillor John Appleton
Councillor Mike Gittus
Councillor Richard Chattaway
Councillor Brian Moss
Councillor Chris Davis

Cabinet Member Councillor Richard Hobbs
Councillor Martin Heatley
Councillor Heather Timms

Chief Executive

Legal

Finance

Other Strategic Directors

- District Councils
- Health Authority
- Police
- Other Bodies/Individuals

FINAL DECISION YES

SUGGESTED NEXT STEPS:

Details to be specified

- Further consideration by this Committee
- To Council
- To Cabinet
- To an O & S Committee
- To an Area Committee
- Further Consultation

**CORPORATE SERVICES AND COMMUNITY SAFETY OVERVIEW AND SCRUTINY COMMITTEE
DRAFT WORK PROGRAMME 2009/10**

MEETING DATE	ITEM AND RESPONSIBLE OFFICER	OBJECTIVE OF SCRUTINY	REPORT TYPE				LINK TO CORPORATE PRIORITIES/LAA
			Member Requested Item	Performance Management	Policy Review/ Development	Overview	
16 Sept 2009	Treasury Management and Capital Programming / Planning (Presentation by Virginia Rennie and Phil Triggs)	To assess the effectiveness of treasury management across the authority and develop a level of understanding in relation to capital programme planning and the management of the council's debt.	X			X	Running effective and efficient services
	Debt Recovery (Rob Phillips)	To examine the debt recovery process including where bad debts arise and how they are being addressed.	X	X			Running effective and efficient services
	Staff Appraisals (Bob Perks) – <i>deferred to 8 December meeting with Chair's agreement</i>	To ensure that all staff are appraised in accordance with the agreed system and that the appraisal process adds value to staff management and development.	X	X			Empowering staff
	Fire & Rescue Service Improvement Plan – Verbal Update – EXEMPT (Glen Ranger)		X	X			Protecting communities and making Warwickshire a safer place to live
8 Dec 2009	Customer Satisfaction / One Stop Shops (Kushal Birla)	To monitor customer satisfaction in relation to one stop shops and progress to deliver the agenda.	X	X	X		Customer focus
	Access to Council Services (Kushal Birla)	To examine whether older people and hard-to-reach groups have equal access to council services.	X			X	Customer focus
	Review of Customer Focus – Progress Report (Kushal Birla)	To monitor progress to implement the recommendations of a scrutiny review of customer focus.	X	X			Customer focus

MEETING DATE	ITEM AND RESPONSIBLE OFFICER	OBJECTIVE OF SCRUTINY	REPORT TYPE				LINK TO CORPORATE PRIORITIES/LAA
			Member Requested Item	Performance Management	Policy Review/ Development	Overview	
	Shared Services and Enhanced Two-Tier Working – IT / HR / Procurement / Customer Service (Nick Taylor)	To examine progress / opportunities to share services with partner authorities.	X			X	Running effective and efficient services
	Absence Management (Bob Perks)	To scrutinise council absence levels and absence management protocols.	X	X			Empowering staff
	Warwickshire's Domestic Abuse Strategy Annual Report (Sue Ingram)	To scrutinise progress to implement the domestic abuse strategy and consider the response of the Criminal Justice System in holding perpetrators to account.	X	X			Protecting communities and making Warwickshire a safer place to live
	Fire & Rescue Service Improvement Plan – Verbal Update (Graham Smith)		X	X			Protecting communities and making Warwickshire a safer place to live
	Performance Improvement Plan (Monica Fogarty)	To scrutinise the action being taken to improve poor performance.		X			
2 Mar 2010	Use of Differential Targets (Monica Fogarty)	To scrutinise how and where differential targets are being used across the county and assess the impact in the context of narrowing the gap.	X	X			Narrowing the gaps
	Asset Management (TBC)	To examine the council's policy / strategy in relation to asset management and develop a clear understanding of the council's property portfolio.	X			X	Running effective and efficient services
	Cyber Crime / Scams (Mark Ryder)	To examine and identify ways in which the council can work to combat cyber crime and scams.					Protecting communities and making Warwickshire a safer place to live
	Financial Well-Being Scrutiny Review – Progress Report (Mark Ryder)	To scrutinise progress following the financial well-being review.	X				Protecting communities and making Warwickshire a safer place to live
	Fear of Crime (Kate Nash)	To scrutinise the Council's input into reducing fear of crime.	X			X	Protecting communities and making Warwickshire a safer place to live
	Locality Working (Nick Gower-Johnson)	To evaluate the effectiveness of locality working.	X		X		Locality working
	Fire & Rescue Service Improvement Plan – Verbal Update (Graham Smith)		X	X			Protecting communities and making Warwickshire a safer place to live

MEETING DATE	ITEM AND RESPONSIBLE OFFICER	OBJECTIVE OF SCRUTINY	REPORT TYPE				LINK TO CORPORATE PRIORITIES/LAA
			Member Requested Item	Performance Management	Policy Review/ Development	Overview	
	Performance Improvement Plan (Monica Fogarty)	To scrutinise the action being taken to improve poor performance.		X			
Briefing Notes							
Dates not Set	Speed Limit Review on A and B Class Roads – Impact on Casualties (Paul Galland)						
	Anti-Social Behaviour Strategy – Progress Report (Kate Nash)						
	Alcohol Harm Reduction Strategy (Kate Nash / Kit Leck)						

In-depth Reviews / Select Committees (subject to agreement by the O&S Board)

Name	Members	Objectives	Start date	Finish date
Select Committee on Alcohol Abuse		To assess the wider social and health impacts of alcohol abuse and the action taken to tackle the problem.	TBC	
Select Committee on Workforce Planning		To support the development of a vision for the Council's workforce looking 5 to 10 years ahead.	TBC	