

Resources and Fire & Rescue Overview and Scrutiny Committee

21 January 2016

Work Programme 2015/16

Recommendations

That the Resources and Fire and Rescue Services Overview and Scrutiny Committee:

- 1) Agrees the updated 2015/16 Work Programme and makes any additional comments or changes, as required; and
- 2) Notes the scheduled future meeting dates.

1.0 Work Programme

- 1.1 At the Council meeting held on 24th September 2015, the remit of the Corporate Services Overview and Scrutiny Committee was changed to include Fire and Rescue Service and Libraries, and the name of the committee was changed to *Resources and Fire and Rescue Overview and Scrutiny Committee*.

OSC	Remit	Strategic Director	PFH's
Resources & Fire & Rescue (includes Fire & Rescue and Libraries)	Fire & rescue, budget, medium term financial plan, corporate business plan, planning and performance arrangements, finance, property, information technology, facilities management, workforce strategy and development, law and governance, libraries, customer service and	Resources Chief Fire Officer	Deputy Leader Community Safety Customers

	communications		
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1.2 The updated Work Programme for 2015/16 is attached at Appendix A and will show the committee what items have been considered and what is still outstanding. Members' attention is drawn in particular to the items currently on the Forward Plan for the 17 March 2016 meeting.

2.0 Briefing Notes

2.1 A number of briefing notes have been provided or scheduled to be provided to the committee during 2015/16 as listed in Appendix A.

3.0 Dates of Future Meetings

3.1 Future meetings of the Committee have been scheduled for 2p.m. on the following dates:

- 17 March 2016
- 18 May 2016

Background papers

None

Appendices:

Appendix A – Work Programme 2015/16

	Name	Contact details
Report Author	Paul Williams	paulwilliams@warwickshire.gov.uk 01926 418196
Head of Service	Sarah Duxbury	sarahduxbury@warwickshire.gov.uk 01926 412090
Strategic Director	David Carter	davidcarter@warwickshire.gov.uk 01926 412564

**Corporate Services Overview and Scrutiny Committee
Work Programme 2015/16 – At 21 January 2016**

Appendix A

Item	Report detail	Date of last report	Date of next report
Questions to the Portfolio Holders / Forward Plan decisions	Report which includes Forward Plan decisions relevant to the remit of the Committee – Paul Williams	N/A	* Standing item for every meeting
One Organisational Plan	To receive performance information on a quarterly basis, relevant to the remit of the committee.	N/A	*Standing item for every meeting.
Warwickshire County Council Consultation process and procedure	This report explains how the County Council is reviewing its consultation methods in order to assist meeting the OOP targets - Andy Davis/Harpreet Rai	N/A	21 January 2016
Update Report on the Warwickshire Local Welfare Scheme	On 14 February 2013, Cabinet approved the policy and eligibility criteria for the Warwickshire Local Welfare Scheme (WLWS). This report updates the committee on its delivery - Kushal Birla/Karen Handy	N/A	21 January 2016
Treasury Management Monitoring Report	Warwickshire County Council fully complies with the requirements of The Chartered Institute of Public Finance and Accountancy's (CIPFA's) Code of Practice (COP) on Treasury Management 2009. This report updates the committee on the Council's position regarding treasury management activity - Mathew Dawson	N/A	21 January 2016
Warwickshire County Council IT Systems	A report that looks at the compatibility and capability to share information across the different IT systems used by the council - Ian Litton	N/A	21 January 2016
Operational Performance of Warwickshire Fire and Rescue Service	This report summarises Warwickshire Fire and Rescue Service (WFRS) performance against key incident categories in comparison to the other 45 English Fire and Rescue Services(FRS) - Rob Moyney	N/A	21 January 2016
HR and Health and Safety	A report to provide an overview of the authority's workforce health including levels of staff sickness - Allison Lehky	N/A	21 January 2016
Project Management and Major Projects	Report to explain the process adopted across WCC when managing projects including those that are large scale - Josephine Millar	N/A	17 March 2016
Integrated Peer Review Action Plan	Quarterly Progress report.	3 December 2015	17 March 2016
Emerging Local Plans and the Implications for the Council's	A report that will focus on the implications of major development that will result from the approval of local plans across Warwickshire. Reviewing income and demand for new infrastructure.	N/A	17 March 2016

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Appendix A

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Finances of Developer Contributions			
Libraries, Community Buildings and Peppercorn Rents	The impact of the withdrawal of peppercorn rents and the ability of providing community services from libraries and other community buildings.	Information on Peppercorn rents was received July 2015.	TBC

Reports Recently Received by the Committee

Item	Report detail	Date of last report
People Group Systems	A report to update the committee on the procurement process for the Client Information System in September 2015 – Marcus Herron	17 September 2015
Capital Slippage	Report to investigate why there has been reported underspend and overspend in services and what mechanisms have been identified/ put in place – Virginia Rennie	17 September 2015
Capital Bonds	Request came from Council, 21 July 2015 for Corporate Services OSC to investigate what WCC is doing to take advantage of the current low interest rates to borrow more through long-term bonds and to raise debt ratios and so ensure Warwickshire emerges from this deep recession in better shape than its peers – Virginia Rennie	17 September 2015
WCC Process for designing bids	Report containing the review of the last 10 bids made by WCC for funding - Mark Ryder/ John Betts/ Virginia Rennie	17 September 2015
Future Reporting of the One Organisation	A report that proposed new ways of reporting progress on the delivery of the OOP – Elizabeth Abbott	3 December 2015

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Appendix A

Plan		
2015/16 One Organisational Plan – Quarter 2	Consideration of the areas of the One Organisational Plan relevant to the remit of the Committee and progress on the delivery of the plan – Tricia Morrison	3 December 2015
Integrated Peer Review Action Plan: Quarterly Progress Report	A Mid-Year Progress Report on the Delivery of the Integrated Peer Review Action Plan – Elizabeth Abbott	3 December 2015
Customer Journey	A report that asked the committee to note and comment on the progress made to date with the Corporate Customer Journey Programme and Customer Feedback – Kushal Birla	3 December 2015
HR and Property Rationalisation	A joint report from HR and Property on the continuing evolution and delivery of the PRP – Steve Smith/Sue Evans	3 December 2015
WFRS: A report on the operational impact of the revised response standards	A report setting out revised response standards that explained their implications for service delivery – Rob Moyney	3 December 2015

Briefing Notes - Produced

Item	Briefing Note detail	Date requested	Date circulated
WCC Consultations	Information on how WCC consults - is there a policy/ protocol? Are consultations timely? Is there a schedule for consultations?	September 2015	October 2015
Human Resources	General information on Workforce composition and staff surveys	September 2015	October 2015
Internal Audit	Report to inform the volume of risks and their potential impact.	July 2015	September 2015
LEP/ City Deal	Ongoing – updates to be provided in accordance with the committee meeting cycle	July 2015	Ongoing - Updates to be circulated in sync with Corporate

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Appendix A

			Services committee meeting cycle.
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Briefing Notes - Recently Circulated or Awaited

Item	Briefing Note detail	Date requested	Date circulated
7 - 3.12.15	Note from Tricia Morrison requested at December meeting on the County Council's commission initiative.	3.12.15	8.1.16
7 - 3.12.15	Note from Tricia Morrison on the areas of Warwickshire that have been identified for investment (Economic Growth theme). Timescales for the implementation of a Skills web portal to help link schools and businesses would also be provided.	3.12.15	8.1.16
Minutes 3.12.15	Note from John Betts on possibility of council having an equity stake in businesses who receive assistance from the programme of Business Loans and Grants	17.9.15	
Minutes 3.12.15	Note/schedule regarding slippage	17.9.15	
9 – 3.12.15	Note on capital and revenue as relates to property disposal.	3.12.15	