Reports for future meetings

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.
One Organisation Plan	Quarterly Progress report. (note: to include remedial actions in the commentary)	17 March 2016	13 July 2016
Fire and Rescue Service – changes to Governance arrangements	A report to explain the impact on the Fire and Rescue service of it coming under the Home Office and proposals for Fire and Rescue to come under the strategic control of the Police and Crime Commissioner	N/A	18 May 2016 Rob Moyney
Work Programme	Report on LEP including geographical breakdown of where LEP resources are to be used	N/A	18 May 2016 David Ayton-Hill
Treasury Management	A report to present Treasury management performance to December 2015	N/A	18 May 2016 Matt Dawson
Fire and Rescue Service	Fire Peer Review Report	N/A	13 July 2016 Rob Moyney
Treasury Management	Report to present Treasury Outturn 2015/16	N/A	15 September 2016 Matt Dawson
Update on the development of the MASH in Warwickshire	A report noting the progress of the MASH and a recommendation for a further report in 6 months' time following the implementation of the MASH	17 March 2016	15 September 2016 John Coleman
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.	Early 2017 to review effectiveness of new property disposal protocols (March 2016)
AOB	A presentation to be given to the Committee on the Transformation of the Fire Service over the last 2/3 years. (20 mins plus 10 mins question time)	N/A	TBC Rob Moyney
Public Property Asset Register	Update report – establishing if there is an appetite for a public property asset register from other public bodies	N/A	Steve Smith – 13 July

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Reports Recently Received by the Committee

Item	Report detail	Date of last report
One Organisation Plan	Quarterly Progress report (Quarter 3)	17 March 2016
WCC Project and Programme Management Update	A report which provides an update on the project and programme management processes used at WCC and makes recommendations to consider areas for further scrutiny, where appropriate.	17 March 2016
Update on the development of the Multi-Agency Safeguarding Hub (MASH) in Warwickshire	A report noting the progress of the MASH and a recommendation for a further report in 6 months' time following the implementation of the MASH	17 March 2016
Infrastructure Funding	A report noting the current position relating to developer contributions.	17 March 2016
Warwickshire Local Welfare Scheme	A report to update members on the Warwickshire Local Welfare Scheme and its implementation.	21 January 2016
Consultation and Engagement	A report that explains to members the County Council's approach to consultation and engagement	21 January 2016
Treasury Management	A report that updates the committee on Treasury Management	21 January 2016
WCC IT Systems – Fit for Purpose	At their work programme event in July 2015 the Corporate Services O&S committee requested a report about WCC's IT system , whether they are fit for purpose and capable of sharing information across different services – this report has been written to satisfy that request.	21 January 2016
A report on the operation performance of Warwickshire Fire and Rescue Service	A report that summarises Warwickshire Fire and Rescue performance against key incident categories in comparison to the other 45 English Fire and Rescue services.	21 January 2016
Absence, Health & Safety and Welfare	A report that updates the committee on performance information in relation to employee sickness absence health safety and wellbeing.	21 January 2016

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Briefing Notes - Produced

Item	Briefing Note detail	Date requested	Date circulated
Work Programme	Information regarding the response to the recent floods in Warwickshire (March 2016)	17 March 2016	17 March 2016
Warwickshire Local Welfare Scheme	Update from the Localities and Partnerships Team on the development of affordable credit solutions	21 January 2016	11 February 2016
WCC IT Systems	IT map showing how different IT Systems communicate with each other and partner agencies	21 January 2016	26 February 2016
Fire and Rescue Service	Briefing note to be provided setting out geographical distribution of fires and other incidents	21 January 2016	18 February 2016
Absence Report	Note to committee on absence levels at Warwick District Council	21 January 2016	2 March 2016

Briefing Notes – Awaited

Item	Briefing Note detail	Date requested	Date circulated
Warwickshire Local Welfare Scheme	Item 5: Up to date figures on take up of Warwickshire Local Welfare scheme by District.	21 January 2016	18 March 2016
Warwickshire Local Welfare Scheme	Item 5 : Up to date figures on take up of scheme by district (After App D of the report)	21 January 2016	Due end of May 16
Questions to Portfolio Holders	Question to Treasury - following the Budget on 16/03/2016; when will an impact assessment be carried out.	17 March 2016	23 March 2016
One Organisational Plan	Information re turnover of retained firefighters in relation to employment issues and current number of whole time firefighters.	17 March 2016	8 April 2016
WCC Project and Programme Management	Kenilworth Station to be used as an example of how the new project management system will work.	17 March 2016	27 April 2016
One Organisational Plan	Briefing Note with the latest information with regards to the complaint handling about Social Services	17 March 2016	26 April 2016
One Organisation Plan	Customer Journey Information – delivered on time and to budget. The timetable has slipped due to resourcing and staff availability at service level.	17 March 2016	10 May 2016
Infrastructure Funding	Information referring to the individual District and Borough Councils to be supplied (including information about which application they applied to)	17 March 2016	21 April 2016
AOB	Call rates during the first and last ½ hour of the day at Customer Contact Centre	17 March 2016	26 April 2016

Actions from 21 January 2016

Item		Completed	Comments
Matters Arising	Report to 17 March meeting on progress with the MASH project.	Report presented at meeting on 17 March 2016	
	Briefing note on slippage.	Circulated 11 March 2016	
	Report to 17 March meeting on peppercorn rents and the impact of their reduction.		Report due to be taken to Cabinet. To be reviewed by Committee early 2017.
Work Programme	Report to 17 March meeting – OOP progress.		Report due to be presented 15 September 2016
	Report to a meeting (date to be agreed) on LEP including geographical breakdown of where LEP resources are to be used.		Report due to Committee 18 May 2016
	Consideration be given to a report to a future meeting on i) the impact on the Fire and Rescue service of it coming under the Home Office and ii) proposals for Fire and Rescue to come under the strategic control of the Police and Crime Commissioner.		Report due to Committee 18 May 2016
Warwickshire Local Welfare Scheme	i) Update form the Localities and Partnerships Team on the development of affordable credit solutions.	Circulated - 11 February 2016	
	ii) Up to date figures on take up of scheme by district (After App D of the report)		Information to be provided by the end of May 2016
WCC IT Systems	IT map showing how different IT systems communicate with each other and partner agencies	Circulated - 26 February 2016	
Fire and Rescue Service	i) Briefing notes to be provided setting out geographical distribution of fires and other incidents.	Circulated 18 February 2016	
	ii) Request that Cllr Horner write to Government regarding value of installation of sprinklers in new domestic properties	Councillor Fowler confirmed at 18 May meeting	
Absence Report	Note to committee on absence levels at Warwick District	Circulated - 2 March 2016	