

**Resources and Fire & Rescue  
Overview and Scrutiny Committee**

**13 September 2017**

**Work Programme 2017/2018**

**Recommendations**

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

- 1) Agrees the updated 2017/18 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 24 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*.

<b>OSC</b>	<b>Remit</b>	<b>Strategic Director</b>	<b>PFH's</b>
Resources & Fire & Rescue <i>(includes Fire &amp; Rescue and Libraries)</i>	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 communications	Resources Chief Fire Officer	Deputy Leader Community Safety Customers

1.2 The updated Work Programme for 2017/18 is attached at Appendix A and will show the committee what items have been considered and what is still outstanding.

## 2.0 Briefing Notes

2.1 A number of briefing notes have been provided or scheduled to be provided to the committee during 2017/18 as listed in Appendix A.

## 3.0 Dates of Future Meetings

3.1 Future meetings of the Committee have been scheduled for 2pm on the following dates:

- 20 December 2017
- 28 February 2018
- 25 April 2018

## Appendices:

Appendix A – Work Programme 2017/18

	Name	Contact details
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**Resources and Fire & Rescue Overview and Scrutiny Committee  
Work Programme 2017/18 – 28 February 2018**

**Appendix A**

**Reports for future meetings**

<b>Item</b>	<b>Report detail</b>	<b>Date of last report</b>	<b>Date of next report</b>
Questions to the Portfolio Holders / Forward Plan	Report which includes Forward Plan decisions relevant to the remit of the Committee	N/A	* Standing item for every meeting
Treasury Management	Updated report to be provided to the Committee regarding Capital Slippage	20 December 2017	*Standing item for every other meeting – next due 25 April 2018
One Organisational Plan	Report - One Organisational Plan Quarterly Progress Report – Quarter Three	N/A	28 February 2018
Warwickshire Fire and Rescue Service	Integrated Risk Management Plan (IRMP) – Task and Finish Group Report	N/A	28 February 2018
	HMICFRS - information relating to the potential additional costs, including staffing requirements that may arise during the inspection process	N/A	28 February 2018

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Work Programme 2017/18 – 28 February 2018**

**Appendix A**

**Briefing Notes requested at 20 December 2017**

Item	Briefing Note detail	Date requested	Date circulated
Questions to the Portfolio Holders / Forward Plan	Information relating to the Management Change Programme and the number of jobs potentially at risk as a result of the programme	20 December 2017	12 February 2018
	Information relating to sickness levels at Warwickshire County Council; to include information for departments as well as the Council as a whole.  Information relating to accidents at work; specifically for the Fire and Rescue Service is to be included (RIDOR)	20 December 2017	Item to be discussed at Chair and Party Spokes meeting – 21 February 2018
Work Programme 2017/18	Briefing note to be provided with an update on the new legal service to include costs and business plan where appropriate.	13 September 2017	29 December 2017
	Information to be provided regarding the total amount of VAT claimed back by the Council; to include figures relating to Member's travel expenses	20 December 2017	12 February 2018
One Organisational Plan Quarterly Progress Report: April-September 2017	A breakdown of the transformation project costs to be provided	20 December 2017	12 February 2018
	Information to be provided with the latest updates, including costs, for the A4444 project	20 December 2017	12 February 2018

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**Appendix A**

**Items to be discussed at the next Chair and Party Spokes Meeting**

Item	Detail	Date requested	Date of next Chair and Party Spokes Meeting
Questions to the Portfolio Holders / Forward Plan	Sickness levels at Warwickshire County Council - concerns that sickness levels are increasing/comparison with other local councils  It was noted that this is a subject that could be reviewed by the Staff and Pensions Group with the potential for a Task and Finish Group to be set up	20 December 2017	<b>21 February 2018</b>
Customer Services	It was agreed that library services are a valuable public asset and will discuss the way forward	20 December 2017	<b>21 February 2018</b>
Work Programme 2017/18	It was noted by that the current work programme only runs until February 2018. Additions to the work programme for discussion at the April 2019 meeting and onwards are to be discussed.  Any reports agreed for the Agenda on 25 April 2018 will need to be on the forward plan by Friday 9 March 2018.	20 December 2017	<b>21 February 2018</b>