

Resources, Performance and Development Overview and Scrutiny Committee

25 July 2006

Agenda

A meeting of the Resources, Performance and Development Overview and Scrutiny Committee will take place at the **SHIRE HALL, WARWICK** on **TUESDAY, 25 JULY 2006** at **10.00 a.m.**

The agenda will be: -

1. General

(1) Apologies.

(2) Members' Disclosures of Personal and Prejudicial Interests.

Members are reminded that they should disclose 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 unless one of the exceptions applies.

Personal interests relating to any item on the agenda arising by virtue of the members serving as District/Borough councillors are declared below:

Councillor Tom Cavanagh, Member of Rugby Borough Council.

Councillor Les Caborn, Member of Warwick District Council.

Councillor Gordon Collett, Member of the Rugby Borough Council.

Councillor Chris Davis, Member of Warwick District Council.

Councillor Brian Moss, Member of the North Warwickshire Borough Council.

The public reports referred to are available on the Warwickshire Web
www.warwickshire.gov.uk/committee-papers

Councillor Heather Timms, Member of Rugby Borough Council.

(3) Minutes of the meeting held on the 6 June 2006 (copy attached) and Matters Arising

2. Resources Portfolio

The Committee will receive a presentation from Councillor Alan Cockburn, Cabinet Member for Resources.

Following the presentation there will be an opportunity for members to ask questions.

3. Public Question Time (Standing Order 34)

Up to 30 minutes of the meeting is available for members of the public to ask questions on any matters relevant to the business of the Resources, Performance and Development Overview and Scrutiny Committee.

Questioners may ask two questions and can speak for up to three minutes each.

To be sure of receiving an answer to an appropriate question, please contact Pete Keeley on 01926 412450 or e-mail petekeeley@warwickshire.gov.uk at least five working days before the meeting. Otherwise, please arrive at least 15 minutes before the start of the meeting and ensure that Council staff are aware of the matter on which you wish to speak.

ITEMS FOR CONSIDERATION

4. Annual Report of WCC Complaints

Report of the Strategic Director of Performance and Development.

This report sets out the detailed analysis of the complaints received by the Council over the last year (April 2005 - March 2006)

Recommendation:

That Members consider the Council's full year complaints figures together with the detailed analysis of the complaints data.

For further information please contact: Mandeep Kalsi, Admin Officer. Tel: 01926 412341, e-mail mandeepkalsi@warwickshire.gov.uk

The public reports referred to are available on the Warwickshire Web
www.warwickshire.gov.uk/committee-papers

5. Review of Scrutiny

Report of the Strategic Director of Performance and Development.

This report advises members of the arrangements for the review of the overview and scrutiny function. Seeks views on the future role of overview and scrutiny and how its effectiveness can be improved.

Recommendation:

That members comment on

- The future role of overview and scrutiny
- The changes they would like to see to improve the effectiveness of overview and scrutiny

For further information please contact: Jane Pollard, Overview and Scrutiny Manager. Tel: 01926 412565, e-mail janepollard@warwickshire.gov.uk

6. Partnerships and Partnership Working

Report of the Strategic Director of Performance and Development.

This report seeks to inform members of the key work that is being undertaken by the Partnerships and Communities Team.

Recommendations:

- (1) That the Committee consider the report and make appropriate recommendations.
- (2) That a further report is made to this Committee in early 2007 to describe progress made – particularly in relation to the development of the Warwickshire Local Area Agreement

For further information please contact: Nick Gower-Johnson, County Partnerships Manager, Partnerships and Communities Team. Tel: 01926 412053, e-mail nickgower-johnson@warwickshire.gov.uk

7. Corporate Asset Management Plan Performance Indicator Report

Report of the Strategic Director of Resources.

The Committee is asked to note and make observations on the Asset Management Plan Property Performance Indicators, prior to submission to the Cabinet for

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approval before submission to the Office of the Deputy Prime Minister.

Recommendation:

That the Resources, Performance and Development Overview and Scrutiny Committee notes this report and makes observations on the Corporate AMP performance Indicator Report.

For further information please contact: Rebecca Couch, Asset Management Plan Co-ordinator. Tel: 01926 412354, e-mail rebeccacouch@warwickshire.gov.uk

8. Performance and Development Asset Management Report

Report of the Strategic Director of Performance and Development.

The report summarises the property aims of the Performance and Development Directorate and gives a detailed audit of its current and future accommodation requirements

Recommendation:

That the Committee comments on and notes the Asset Management Plan and implementation programme for the Performance and Development Directorate

For further information please contact: Hilary Preedy, Improvement and Support Services Manager. Tel: 01926 736100, e-mail hilarypreedy@warwickshire.gov.uk

9. Property Condition: Maintenance Backlog

Report of the Strategic Director of Resources.

This report draws attention to the current condition of the Council's property stock to enable planned maintenance work to be costed, prioritised and planned, and recommends additional investment.

Recommendation:

- (1) That the contents of this report be reviewed,
- (2) That consideration be given to a continuous annual increase to the Revenue and Capital Planned Maintenance Investment to address the condition issues and to prevent further deterioration of the Warwickshire County Council property stock, and
- (3) That an appropriate recommendation be made to the Cabinet.

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www.warwickshire.gov.uk/committee-papers

For further information please contact: Craig Roberts, Property Support Group Manager. Tel: 01926 412291, e-mail craigroberts@warwickshire.gov.uk

10. Public Consultation on 2007/08 Budget and Council Tax

Report of the Strategic Director of Resources.

The report proposes a process for conducting public consultation on the 2007/08 Budget and Council Tax.

Recommendations:

It is recommended that the Committee:

- (1) Comment on the proposals for public consultation on the 2007/08 Budget and Council Tax outlined in Section 3 of the report; and
- (2) Make any observations they would wish to be included in the report to Cabinet, on 7 September 2006, when the process will be approved.

For further information please contact: Michael Furness, Principal Accountant
Tel: 01926 412666, e-mail michaelfurness@warwickshire.gov.uk

11. Departmental Full Year Performance Reports 2005/06

The Committee is asked to consider the performance of the former Departments mentioned below and in particular to:-

- (i) Endorse any proposed remedial actions.
- (ii) Request any additional information required.

(1) Former Chief Executive's Department - Full Year Performance Report 2005/2006

For further information please contact: Hilary Preedy, Improvement and Support Services Manager. Tel: 01926 736100, e-mail hilarypreedy@warwickshire.gov.uk

(2) CAMS, Property Services & Treasurers Full Year Performance Report 2005/06

For further information please contact: Joanna Rhodes, Head of Strategic Resource Development. Tel: 01926 412245, e-mail joannarhodes@warwickshire.gov.uk

The public reports referred to are available on the Warwickshire Web
www.warwickshire.gov.uk/committee-papers

12. Using the EFQM Excellence Model to Assess Departments

(1) Introductory Report

Report of the Strategic Director of Performance and Development.

The paper gives background on how the County Council uses the EFQM Excellence Model to assess departments. It serves as an introduction to the following reports on assessments from individual departments.

For further information please contact: Susan Littlewood, Corporate Planning Manager. Tel: 01926 412753, e-mail susanlittlewood@warwickshire.gov.uk or Mandeep Kalsi, Admin Officer. Tel: 01926 412341, e-mail mandeepkalsi@warwickshire.gov.uk

(2) Chief Executive's Department EFQM assessment 2005

Report of the Strategic Director of Performance and Development.

This report provides information on the outcome of the Chief Executive's Department EFQM assessment undertaken in 2005.

Recommendation:

The O&S Committee is asked to:

- (1) Consider the outcome of the Chief Executive's department's assessment.
- (2) Endorse the improvement actions identified.
- (3) Request any additional information required

For further information please contact: Hilary Preedy, Improvement and Support Services Manager. Tel: 01926 736100, e-mail hilarypreedy@warwickshire.gov.uk

(3) 2005 EFQM Assessment of the CAMS, Property Services and Treasurer's Departments

Report of the Strategic Director of Resources.

This report outlines the strengths and areas for consideration identified during the most recent EFQM assessments of CAMS, Property Services and Treasurer's. Development activities will be consolidated into a combined plan for the Resources Directorate.

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Recommendation:

That the Committee notes the progress made in the use of the EFQM model by the CAMS, Property Services and Treasurer's Departments, and the consolidated development activities that the Resources Directorate have incorporated into the 2006/07 Business Plan.

For further information please contact: Dave Clarke, Strategic Director of Resources. Tel: 01926 412003, e-mail daveclarketr@warwickshire.gov.uk

13. Debt Recovery - Progress Report

Report of the Strategic Director of Resources.

The Committee is invited to comment on this progress report in respect of debt recovery.

Recommendation:

That progress in relation to debt recovery is noted. The comments of Committee members are invited.

For further information please contact: Graham Shaw, Financial Services Manager
Tel: 01926 412161, e-mail grahamshaw@warwickshire.gov.uk

ITEMS FOR INFORMATION

14. Human Resources - an update on development of HR function following the Best Value Review

Report of the Strategic Director of Performance and Development.

That report sets out progress in developing the HR function.

Recommendation

That the progress in developing the HR function set out in this report be noted.

For further information please contact: Bob Perks, Head of Human Resources
Tel: 01926 412027, e-mail bobperks@warwickshire.gov.uk

15. Provisional Items for Future Meetings

Report of the Strategic Director of Performance and Development.

The report details items for future meetings of the Committee and Forward Plan items relevant to the work of the Committee.

Recommendation

That the items be noted.

For further information please contact Pete Keeley, Principal Committee Administrator. Tel 01926 412450, e-mail petekeeley@warwickshire.gov.uk

16. Any Other Items

which the Chair decides are urgent.

Shire Hall,
Warwick

JIM GRAHAM
Chief Executive

Resources, Performance and Development Overview and Scrutiny Committee Membership

County Councillors:- George Atkinson, David Booth, Tom Cavanagh, Les Caborn, Gordon Collett (replacing Phillip Morris-Jones), Chris Davis, Bob Hicks, Nina Knapman, Brian Moss, Heather Timms, Sid Tooth, John Vereker and John Whitehouse.

Cabinet Members

Councillor Alan Cockburn (Resources)

Councillor Peter Fowler (Performance and Development)

General Enquiries: Please contact Pete Keeley on 01926 412450
e-mail: petekeeley@warwickshire.gov.uk

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The reports referred to are available in large print if requested.

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