

Resources, Performance and Development Overview and Scrutiny Committee

11 November 2008

Agenda

A meeting of the Resources, Performance and Development Overview and Scrutiny Committee will be held at the **SHIRE HALL, WARWICK** on **TUESDAY, 11 NOVEMBER 2008** 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.

'Membership of a district or borough council is classed as a personal interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration'.

(3) Minutes of the meeting held on the 16 September 2008 (copy attached) and Matters Arising.

2. 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.

For further information about public question time, please contact Pete Keeley on 01926 412450 or e-mail petekeeleey@warwickshire.gov.uk

3. Items for Future Meetings and Forward Plan Items Relevant to the Work of the Committee.

Report of the Strategic Director of Performance and Development.

The report details provisional items for future meetings of the Committee. It also details decisions to be taken by the Cabinet in the next six months which are relevant to the work of the Committee, as taken from the Forward Planning System. This report is to follow and will be forwarded separately.

Recommendation:

That the Committee comment on/note the items.

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

4. Mid-year Directorate Report Cards 2008/09 (April - Sept 2008)

These reports provide an analysis of the Resources and the Performance and Development Directorates' performance at the mid-year point for 2008/09. It reports on performance against the key performance indicators as set out in the Directorate Report Cards

(1) Resources Directorate

For further information please contact David Clarke, Strategic Director, Resources. Tel: 01926 412003, e-mail davidclarkeTR@warwickshire.gov.uk or Joanna Rhodes, Head of Strategic Resources Development. Tel: 01926 412245, e-mail joannarhodes@warwickshire.gov.uk

(2) Performance and Development Directorate

For further information please contact: David Carter, Strategic Director of Performance & Development. Tel: 01926 412045, e-mail davidcarter@warwickshire.gov.uk or Marcus Heron, Business Improvement Manager. Tel. 01926 412590, e-mail marcusherron@warwickshire.gov.uk

Recommendation

That the Committee consider both the summary and detail of the performance indicators within the Directorate Report Cards at the mid-year point of 2008/09

5. Report on the Development of Customer Service & Access for Warwickshire County Council

Report of the Strategic Director of Performance and Development.

The purpose of this report is to appraise members of progress since the last report in regards to the development of the One Stop Shops/Kiosks and the Customer Service Centre.

Recommendation

That members consider and comment on the progress since the last report in regards to the development of the One Stop Shops/Kiosks and the Customer Service Centre.

That members indicate any further information they require

That six monthly reporting continues

For further information please contact: Kushal Birla, Head of Customer Service and Access, Tel: 01926 412013 E-mail kushalbirla@warwickshire.gov.uk, Adrienne Bellingeri Customer Contact Manager, Tel: 01926 412970 E-mail adriennebellingeri@warwickshire.gov.uk or Martin Lake, Senior Project Manager and Interim One Stop Manager, Tel: 01926 418090 E-mail martinlake@warwickshire.gov.uk.

6. Employee Absence Management

Report of the Strategic Director of Performance and Development.

This report is the latest in a series of quarterly reports which describes the latest performance information on employee absence levels.

Recommendation

That the Committee note the latest available performance information on sickness absence levels and continued progress in relation to the management of such absence.

For further information please contact: Reuben Bergman, Deputy Head of Human Resources (Employee Relations). Tel: 01926 41 2314, e-mail ruebenbergman@warwickshire.gov.uk

7. ICT Development Programme 2008-09 Half Year Report

Report of the Head of ICT, Resources.

As part of the ICT Strategy 2007-12 approved at Cabinet last year, it was agreed that a more formal approach would be adopted to the development and management of the Corporate ICT Development Plan, and that progress against the plan would be reported to both the SDLT and Resources O&S Committee on a half-yearly basis.

Recommendations

Resources Performance & Development Overview & Scrutiny Committee is asked to note and comment on the progress against the 2008/09 Corporate ICT Development Plan.

Resources Performance & Development Overview & Scrutiny Committee is asked to note the reservation of funding, in principle, for the Corporate GIS and Corporate ICT Skills projects in 2009/10.

For further information please contact Tonino Ciuffini, Head of ICT. Tel: 01926 412879, e-mail toninociuffini@warwickshire.gov.uk

8. ICT Risks & Business Continuity

Report of the Strategic Director of Resources.

Comment on the business continuity arrangements associated with the ICT risks reported in this document.

Recommendation

Resources Performance & Development Overview & Scrutiny Committee is asked to:-

1. Comment on the business continuity arrangements associated with the ICT risks reported in this document.
2. To propose any areas where they would like to see further arrangements considered and developed.

For further information please contact Tonino Ciuffini, Head of ICT. Tel: 01926 412879, e-mail toninociuffini@warwickshire.gov.uk

9. Development of the 2009/10 to 2011/12 Medium Term Financial Plan

Report of the Strategic Director of Resources.

The report seeks the Committees views on the content of the 2009/10 to 2011/12

Medium Term Financial Plan.

Recommendation

The Committee is asked to:

- Comment on the proposed structure for the 2009/10 to 2011/12 Medium Term Financial Plan shown in Appendix A
- Note the timetable for approval of the Plan shown in paragraph 2.2, and
- Review the content of the 2008/09 Plan, making recommendations for any changes.

For further information please contact: Virginia Rennie, Group Accountant. Tel: 01926 412239, e-mail vrennie@warwickshire.gov.uk

10. Provision of Water Coolers - Update Report

Report of the Strategic Director of Resources.

To update members on the progress in providing changed arrangements in the provision of water in Warwickshire County Council's non-schools stock.

Recommendation

Members note current work being undertaken to the changing of water provision arrangements in Warwickshire County Council buildings.

For further information please contact: Colin Stocker, Facilities Manager. Tel: 01926 737701, e-mail colinstocker@warwickshire.gov.uk or Phil Evans, Head of Facilities Management. Tel: 01926 412293, e-mail philevans@warwickshire.gov.uk

11. Property Condition Maintenance Backlog

Report of the Strategic Director of Resources.

This report explains the current condition of the Council's property stock. The data is used to enable planned maintenance work to be costed, prioritised and planned. The report provides some conclusions as to the effect the level of investment has made to date on backlog maintenance.

Recommendation:

That the contents of this report be reviewed by this Committee.

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

12. School Summer Holiday 2008 - Building and Engineering Projects

Report of the Strategic Director of Resources.

A report to inform members of the delivery of school building and engineering projects during the 2008 summer holiday.

Recommendation

That the report be noted and that Members comment on the delivery of Building and Engineering projects completed during the school summer holiday 2008.

For further information please contact: Craig Roberts, Property Support Manager
Tel: Tel: 01926 412291, e-mail craigroberts@warwickshire.gov.uk or Julian
Humphreys, Design & Construction Group Manager, Tel: Tel: 01926 418636,
julianhumphreys@warwickshire.gov.uk

13. Debt Recovery – Update

Report of the Strategic Director of Resources.

The Committee is invited to note the report and comment upon the progress on debt recovery.

Recommendation

Members are asked to review and comment on the progress since the last report in June 2008 on debt recovery.

For further information please contact: Rob Phillips, Corporate Accountant. Tel: 01926 412860, e-mail robertphillips@warwickshire.gov.uk

14. 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

John Appleton, George Atkinson, David Booth (Chair), Les Caborn, Tom Cavanagh, Chris Davis, John Haynes (Deputy Chair), Brian Moss, Raj Randev, Dave Shilton, Ian Smith and John Vereker.

Cabinet Members

Councillor Alan Cockburn (Resources)

Councillor Peter Fowler (Partnerships and Localities)

Councillor Heather Timms (Corporate Services)

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