

AGENDA MANAGEMENT SHEET

Name of Committee Resources, Performance and Development Overview and Scrutiny Committee

Date of Committee 13 January 2009

Report Title Action of Previous Decisions, Items for Future Meetings and Forward Plan Items Relevant to the Work of the Committee.

Summary The report details actions take on certain previous decisions, provisional items for future meetings of the Committee and future Cabinet decisions relevant to the work of the Committee

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No.

Would the recommended decision be contrary to the Budget and Policy Framework?

Background papers None

CONSULTATION ALREADY UNDERTAKEN:- Details to be specified

- Other Committees
- Local Member(s) County wide
- Other Elected Members
- Cabinet Member
- Chief Executive
- Legal David Carter - reporting officer
- Finance
- Other Strategic Directors
- District Councils

Health Authority

Police

Other Bodies/Individuals

FINAL DECISION NO

SUGGESTED NEXT STEPS:

Details to be specified

Further consideration by this Committee

To Council

To Cabinet

To an O & S Committee

To an Area Committee

Further Consultation

Agenda No 3

Resources, Performance and Development Overview and Scrutiny Committee – 13 January 2009.

Action of Previous Decisions, Items for Future Meetings and Forward Plan Items Relevant to the Work of the Committee

Report of the Strategic Director of Performance and Development.

Recommendation

That the Committee comment on/note the items.

1. Introduction

This report is divided into three parts relating to:

- o Action taken relating to previous requests/decisions of the Committee.
- o Provisional items for future meetings of the Committee.
- o 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 Plan.

2. Action Taken on Previous Requests/Decisions of the Committee

Action	Date	Officer Responsible
Update on Recruiting Practice Standards	13.1.09	Bob Perks/Reuben Bergman
Report on Cost of Advertising of Jobs (Suggest broken down by Directorate)	21.4.09 (provisional date)	Bob Perks/ Reuben Bergman
Report on Appraisal Returns across the Council (Suggest broken down by Directorate)	21.4.09	Bob Perks/ Reuben Bergman
Assessment of whether customer satisfaction has increased as a result of one stop shops (and customer contact centres)	10.11.09	Kushal Birla
Report regarding progress with Customer Service and Access focussing on where problems have arisen.	10.3.09	Kushal Birla

Members to be informed whether it is possible to restrict incoming e-mails to 50 addressees. If not possible then guidance to be provided to Members on how to restrict "spam".	ASAP	Tonino Ciuffini
Update (6-monthly) report on ICT Development Programme	21.4.09	Tonino Ciuffini
Managing Sickness Absence - Next report to examine musculo-skeletal and stress "hotspots" in directorates	21.4.09	Bob Perks/Reuben Bergman
Managing Sickness Absence - Next report to list incidence of viral infections in Appendix C.	21.4.09	Bob Perks/Reuben Bergman
In relation to the Medium Term Financial Plan - Dave Clarke to inform Councillor Appleton what capital expenditure was in 2007/8	ASAP	Dave Clarke

3. Provisional Items for Future Meetings

Meeting Date	Subject	Directorate
12/2/09		
	Quarter 3 Directorate Report Cards 2008/09 (April 2008 to December 2009)	Perf & Dev Resources
10/3/09		
	No items in forward planning system	
21/4/09		
	ICT Development Plan –Year End Report 2008/09	Resources
	Review of Absence Management [The Committee will receive a quarterly update on sickness absence figures]	Perf & Dev
19/05/2009		
	Development of Customer Access for the County Council [To appraise members of progress in regards to the customer access agenda, the Customer Service Centre and the One Stop Shops]	Perf & Dev

4. 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 Plan.

Date	Subject	Key Decision	Directorate
29/1/09			
	Rugby One Stop Shop - Recommendations for the Cabinet to consider the Business Case for a One Stop Shop (Rugby Plus Project) at Rugby Art Gallery, Museum and Library.	No	Perf & Dev
	Business case be submitted on the One Stop Shop in Leamington Spa. The Cabinet will consider the business case for the One Stop Shop in Leamington Spa	No	Perf & Dev
	2008/09 Efficiency Plan - To inform members of the projected outturn on the delivery of the 2008/09 efficiency plan at the end of quarter 2 and to seek members views on any of the issues raised.	No	Resources
	Projected 2008/09 revenue & capital outturn To inform members of the projected 2008/09 revenue & capital outturn position for the authority at the end of quarter 3 and to seek members views to how to manage any of the issues raised.	No	Resources
	2009/10 Budget - latest information in relation to setting the 2009/10 Budget and to issue final spending proposals for recommendation to Council for approval in setting the 2009/10 Budget and council tax and agreeing the 2009/10 to 2011/12 Medium Term Financial Plan.	No	Resources
	ICT Production Services to go to Tenders for the replacement of radio data communications equipment for the Countywide Area Network. To purchase the Installation, support and maintenance of the equipment.	Yes	Resources
	Permission to tender for supply and installation of T8 to T5 lighting adaptors up to the total value of £2,000,000	Yes	Resources
	Minimising the Council's Energy Liabilities To provide an update to Cabinet on the ability of the Council to minimise its energy liabilities	Yes	Resources
26/2/09			
	Pay and Conditions Review EXEMPT [To provide an update on the progress of phase 2 of the pay and conditions review and to set out options for consultation]		Perf & Dev
	Race Equality Grants 2008/09 [Approval of grants under the above scheme for 2008/09]		Perf & Dev
	Corporate Report Card Quarter 3 [Consider the performance of indicators within the Corporate Report Card at Quarter 3 of 2008/09]		Perf & Dev

	LPSA 2 Q3 Performance and Progress [Giving an update on LPSA2 Q3 Performance]		Perf & Dev
19/3/09			
	SCS Update [Giving an update on the progress of the development of the Sustainable Community Strategy]		Perf & Dev
	Sale of land at South West Warwick Development - Preliminary Works EXEMPT [To inform members of the latest position in relation to the sale of land at South West Warwick and the funding of any works that need to be undertaken.]		Resources
2/4/09			
	Single Equality Scheme [WCC's Single Equality Scheme for 2009-2012, this includes our equalities vision and policy statement and the equality schemes which form part of our statutory duties.]		Perf & Dev
23/4/09			
	Case for a One Stop Shop (Rugby Plus Project) at Rugby Art Gallery, Museum and Library.]		Perf & Dev

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December 2008