

AGENDA MANAGEMENT SHEET

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

Date of Committee 12 February 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 – 12 February 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
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 focusing on where problems have arisen.	10/3/09	Kushal Birla

Action	Date	Officer Responsible
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
Report concerning County Council printing	21/4/09	David Carter
Update on recruitment practice standards	7/7/09	Bob Perks
Annual health and safety report to be presented earlier in cycle.	Autumn 09	Colin Jones' successor (TBA)

3. Provisional Items for Future Meetings

Meeting Date	Subject	Directorate
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
16/06/2009		
	Full Year Directorate Report Cards	Perf & Dev Resources
7/7/2009		
	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
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
28/5/09			
	Annual Governance Statement – Draft strategy for submission to Council		Perf & Dev
	Provisional Outturn 2008/09		Resources
9/7/09			
	Key Messages from Public Consultation – an overview		Perf & Dev

	Sustainable Communities Strategy		Perf & Dev
	Business Case for One Stop Shop in Leamington Spa		Perf & Dev
	Final Revenue Outturn Report		Resources

D.G.CARTER,
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Warwick.
February 2009