

**AGENDA MANAGEMENT SHEET**

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

**Date of Committee** 10 March 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 – 10 March 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
Update (6-monthly) report on ICT Development Programme	21/4/09	Tonino Ciuffini

Action	Date	Officer Responsible
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)
Consideration of the appraisal process	TBA	Bob Perks

### 3. Provisional Items for Future Meetings

Meeting Date	Subject	Directorate
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
	Cost of Advertising Jobs (provisional date)	Perf & Dev
	Appraisal Returns	Perf & Dev
	County Council Printing	Perf & Dev
16/06/2009		
	Full Year Directorate Report Cards	Perf & Dev Resources
7/7/2009		
	Update on recruitment practice standards	Perf & Dev
	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
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
	Business Case for a One Stop Shop (Rugby Plus Project) at Rugby Art Gallery, Museum and Library		Perf & Dev
	Final Revenue Outturn Report		Resources

D.G.CARTER,  
 Strategic Director of Performance and Development,  
 Shire Hall,  
 Warwick.  
 March 2009