

**Resources and Fire & Rescue
Overview and Scrutiny Committee**

13 September 2017

Work Programme 2017/2018

Recommendations

That the Resources and Fire and Rescue Services Overview and Scrutiny Committee:

- 1) Agrees the updated 2017/18 Work Programme and makes any additional comments or changes, as required; and
- 2) Notes the scheduled future meeting dates.

1.0 Work Programme

1.1 At the Council meeting held on 24 September 2015, the remit of the Corporate Services Overview and Scrutiny Committee was changed to include Fire and Rescue Service and Libraries, and the name of the committee was changed to *Resources and Fire and Rescue Overview and Scrutiny Committee*.

OSC	Remit	Strategic Director	PFH's
Resources & Fire & Rescue <i>(includes Fire & Rescue and Libraries)</i>	Fire & rescue, budget, medium term financial plan, corporate business plan, planning and performance arrangements, finance, property, information technology, facilities management, workforce strategy and development, law and governance, libraries, customer service and communications	Resources Chief Fire Officer	Deputy Leader Community Safety Customers

1.2 The updated Work Programme for 2017/18 is attached at Appendix A and will show the committee what items have been considered and what is still outstanding.

2.0 Briefing Notes

2.1 A number of briefing notes have been provided or scheduled to be provided to the committee during 2017/18 as listed in Appendix A.

3.0 Dates of Future Meetings

3.1 Future meetings of the Committee have been scheduled for 2pm on the following dates:

- 20 December 2017
- 28 February 2018

Appendices:

Appendix A – Work Programme 2017/18

	Name	Contact details
Report Author	Helen Barnsley	helenbarnsley@warwickshire.gov.uk 01926 412323
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**Resources and Fire & Rescue Overview and Scrutiny Committee
Work Programme 2017/18 – 13 September 2017**

Appendix A

Reports for future meetings

Item	Report detail	Date of last report	Date of next report
Questions to the Portfolio Holders / Forward Plan	Report which includes Forward Plan decisions relevant to the remit of the Committee – Helen Barnsley	N/A	* Standing item for every meeting
Treasury Management	Updated report to be provided to the Committee regarding Capital Slippage	22 February 2017	*Standing item for every other meeting – next due 20 December 2017
One Organisational Plan	Report - One Organisational Plan Quarterly Progress Report (Quarter One 2017/18)	22 February 2017	13 September 2017
	Report - End of Financial Year 2016/17	N/A	13 September 2017
Warwickshire Fire and Rescue Service	Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) and wider Fire Reform Programme(Dave Pemberton)	N/A	13 September 2017
	IRMP - Task and Finish Group	N/A	13 September 2017
	Report on Domestic Fire Deaths following three incidents in early 2017 (Bruce Nichol)	N/A	13 September 2017
	Benchmarking Information for the fire service (Andy Hickmott)	N/A	20 December 2017
Property Services	Update report to be provided on Public Property Rationalisation (Rebecca Couch)	N/A	13 September 2017
Service Transformation	Update report to be provided regarding the Digitalisation Process (Karen Handy)	N/A	13 September 2017
Customer Services	Customer Feedback in Warwickshire County Council: Annual Report April 2016 - March 2017 (Karen Smith)	N/A	20 December 2017
Treasury Management	Treasury Management Monitoring Report (Mathew Dawson) (new style & format)	N/A	20 December 2017

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Appendix A

Reports Recently Received by the Committee

Item	Report detail	Date of last report
Work Programme	Review of the Committee's Work and Development of the Future Work Programme	5 July 2017
Warwickshire Fire and Rescue Service	Warwickshire Fire & Rescue Service Integrated Risk Management Plan 2017-2020 and Action Plan 2017-18	5 July 2017
Warwickshire Fire and Rescue Service	Operational Assessment and Fire Peer Challenge 2016	5 July 2017
Treasury Management	Report to provide an update – cash balances and investment returns	5 July 2017

Briefing Notes – Produced

Item	Briefing Note detail	Date requested	Date circulated
Work Programme 2017/18	Briefing note to be provided with an update on the new catering service to include costs and business plan where appropriate. (Craig Cusack)	22 February 2017	14 March 2017 (exempt report)
Work Programme 2017/18	Briefing note to be provided on the technology used by the Council and in particular the new Digital by Default programme.	22 February 2017	28 March 2017
Work Programme 2017/18	Briefing note to be provided outlining the financial impact of the West Midlands Combined Authority on WCC. (Virginia Rennie and John Betts)	22 February 2017	29 June 2017
One Organisational Plan	Confirmation of the figures from page 16 of OOP report in relation to the % variance to Budget for County (Fire and Rescue BU).	22 February 2017	22 March 2017

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Appendix A

Briefing Notes requested at 5 July 2017

Item	Briefing Note detail	Date requested	Date circulated
Work Programme 2017/18	Briefing note to be provided with an update on the new legal service to include costs and business plan where appropriate. (Sarah Duxbury)	22 February 2017	To be circulated in December 2017
Work Programme 2017/18	Briefing note to be provided with an update on the new Energy Company to include costs and business plan where appropriate. (Jacky Lawrence)	22 February 2017	To be circulated in December 2017
Work Programme 2017/18	Briefing note on the current position on Business Rates to all councillors (John Betts)	5 July 2017	22 August 2017
Work Programme 2017/18	Briefing note on how we deal with the major complaints including referrals to the Ombudsman (Sarah Duxbury)	5 July 2017	18 August 2017
Work Programme 2017/18	Briefing note explaining that sickness absence is monitored by the Staff & Pensions Committee (Sarah Duxbury)	5 July 2017	18 August 2017
Warwickshire Fire and Rescue Service	A follow up briefing note relating to the performance of 2 nd firefighting appliances. (the original briefing note was sent in October 2016). (Rob Moyney)	22 February 2017	Information to be added to the OOP report

Action Points

Item	Detail	Date requested	Date circulated
Warwickshire Fire and Rescue Service	Update on the retention of (RDS) retained firefighters	5 July 2017	To be circulated in December 2017
Warwickshire Fire and Rescue Service	Current situation regarding Equality and Diversity in the fire service following National Joint Council report	21 July 17	Due Early 2018