

**ORGANISATION SCRUTINY COMMITTEE**

**MINUTES OF MEETING HELD ON 17 APRIL 2019**

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**ORGANISATION SCRUTINY COMMITTEE**

**MINUTES OF MEETING HELD ON 17 April 2019**

**Present:**

Councillor B Ridgway ..... Chair  
Councillor B Wright ..... Councillor L Robinson

**Also Present**

Lee Hickin – Joint Strategic Director - People (for Min No 706)  
Sara Gordon – HR & OD Manager (for Min No 707)  
Sue Veerman – Overview and Scrutiny Manager  
Damon Stanton – Governance Officer

**701 Election of Chair**

Members were invited to elect a Chair for the Meeting, in absence of the Chair and Vice-Chair of the Organisation Scrutiny Committee.

**RESOLVED** – That Councillor B Ridgway be elected Chair for this meeting of the Organisation Scrutiny Committee.

**702 Apologies for Absence**

Apologies for absence was received from Councillors J Barry, A Dale, T Mansbridge, D Skinner and R Welton.

**703 Declarations of Interest**

Members were requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time.

**704 Minutes of Last Meeting**

**RESOLVED** – That the Minutes of the meeting of the Organisation Scrutiny Committee held on 27 March 2019 be approved as a correct record and signed by the Chair.

**705 Draft Scrutiny Review Report**

The Committee discussed the Draft Scrutiny Report. The Vice-chair of the Committee had submitted an amendment to the Committee asking them to consider specifically recommending a review of NED News given the comments made by several stakeholders. It was suggested that this could be included at recommendation 1.2 of the Draft Scrutiny Report. It was vital that The News included articles about communities as well as Council information.

**RESOLVED –**

- (1) That the amendment be included in the Final Scrutiny Review Report.
- (2) That the Organisation Scrutiny Review Report on Communications and Marketing be approved for submission to Cabinet.

(Overview and Scrutiny Manager)

**706 Transformation Programme Update**

The Committee received an update from the Joint Strategic Director – People on the Council’s Transformation Programme, and considered the progress against the Action Plan.

Members heard that the Council’s vision was to deliver ‘a self-sustaining Council that provided an excellent service to the community when and how they wanted it.’ The Transformation would mean ‘a significant change in the way the Council delivered its services and the way it operated.’

The officer stated that by 2021, the aim was to achieve service transformation; transformation of finances; digital transformation; organisational transformation; and environmental transformation. Members also noted the transformation governance structure and how the projects would be delivered.

The Joint Strategic Director – People informed the Committee of some of the achievements made so far. These included a Revenue Structure Review and a Joint Kerbside Recycling Contract. It was stated that these had delivered an annual £90,000 saving. Immediate pipeline and long term pipeline projects were also discussed, such as the Sharley Park Leisure Centre Redevelopment, Modern.Gov System and Dronfield Sports Centre Café.

Members made enquiries about the opportunities that the Sharley Park Leisure Centre Redevelopment presented in terms of working with partners, and the financial rewards for both the Council and the local area. The Committee also discussed the need for a specific criteria when working with potential business suppliers, so that there was shared ambitions and values.

The officer informed Members of the in-house procurement service at NEDDC, and stated that it was one of the most active in the East Midlands. The Committee heard that the Council wanted sustainable and local procurement, and had also looked into selling some of its services to other organisations, such as in HR or Payroll. Members noted that a Service Review Framework had taken place, and that the Authority was constantly reviewing the role that the private sector and outsourcing might play, to see if it would be beneficial.

The Committee thanked the officer for attending the meeting.

RESOLVED – That the update be noted.

**707 Discussion on Sickness Absence Management Policy**

Following a request from a Member of the Organisation Scrutiny Committee, the Committee discussed the Council's Sickness Absence Management Policy with the HR & OD Manager.

The Member had previously raised concerns about the Policy and its operation, following a hearing she had attended which she felt were more user friendly. The Committee had been provided with copies of another Organisation's Policy for consideration.

The HR & OD Manager advised that the Council's policy had been in place since 2015, and that a series of triggers existed to identify sickness absence that may require further action. Members heard that those triggers included any pattern in regular short term absence; four or more separate absences in any rolling 12 month period; six days absence in any 12 month rolling period; or long terms absences of 4 weeks or more.

The officer detailed the stages of action taken by the Authority, including review meetings; referral to the Council's occupational health provider; formal warnings; and dismissals.

Members made enquiries in regards to the effectiveness of the policy. The HR & OD Manager informed the Committee that the average days lost per employee due to sickness had fallen for each of the last four financial years, and that overall the policy was fair to both the employee and the Authority. Members noted that the policy followed the guidelines of best practice from ACAS. The Committee heard that a new Capability Process had been drafted, to make it simpler for Managers and employees to follow.

Having considered the documentation and discussed how it worked in practice the Committee felt the Council's Policy was fit for purpose.

RESOLVED – That the Committee was satisfied with the policy and wish to take no further action.

**708 Monitoring of Overview and Scrutiny Recommendations**

The Committee considered the implementation of previous Committee and Review recommendations from the Overview and Scrutiny Manager.

RESOLVED – That the Committee note the progress on the Scrutiny recommendations 2018/19.

**709 List of Key Decisions – Issue No 84**

The Committee considered Issue No 84 of the List of Key Decisions, which set out the major decisions being taken over the next few months.

RESOLVED – That the List of Key Decisions, Issue No 84, be noted.

**710 Scrutiny Work Programme**

The Committee considered the Work Programme for the Organisation Scrutiny Committee 2018/19 which set out the items that the Committee had considered through the year. The Work Programme had been completed.

RESOLVED – That the Organisation Scrutiny Committee's Work Programme be noted.

**711 Additional Urgent Items (If Any)**

There were no additional urgent items for discussion at this meeting.

**712 Date of Next Meeting**

The next meeting of the Organisation Scrutiny Committee was scheduled to take place in the new Municipal Year on Wednesday 19 June 2019 at 3.00pm.

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