

ORGANISATION SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON 9 MARCH 2016

I N D E X

Page No	Minute No	Heading
1	677	Apologies for Absence
1	678	Declarations of Interest
1	679	Minutes of Last Meeting
1	680	Scrutiny Review – Administrative Arrangements and Joint Officers
3	681	List of Key Decisions – Issue No 44
3	682	Work Programme
3	683	Additional Urgent Items
3	684	Date of Next Meeting

ORGANISATION SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON 9 MARCH 2016

Present:

Councillor B Wright	Chair
Councillor T Mansbridge	Vice-Chair
Councillor J Barry	Councillor R Welton
“ A Dale	“ J Windle
“ B Ridgway	

Also Present

Sue Broadhead – Overview and Scrutiny Manager
Sarah Cottam – Governance Officer

677 Apologies for Absence

There were no apologies for absence at this meeting.

678 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.

There were no interests declared at this meeting.

679 Minutes of Last Meeting

RESOLVED – That the Minutes of the meeting of the Organisation Scrutiny Committee held on 3 February 2016 be approved as a correct record and signed by the Chair.

680 Scrutiny Review – Administrative Arrangements and Joint Officers

An e-mail had been sent by Councillor R Welton to the Chair of the Organisation Scrutiny Committee regarding vacancy lag in the Council and how this could have a negative impact on staff motivation and performance. He believed the issue may be relevant to the Committee's current review.

Vacancy lag was a way of the Council making savings in the time that a job post was left vacant, until a new employee started. Discussion ensued around the negative impact vacancy lag would have on other members of staff and how retaining job vacancies for savings was not sustainable. It was agreed that the Organisation Scrutiny Committee would consider whether to include the issue of vacancy lag in the Council on their work programme after May 2016 when the new Municipal Year commences.

A discussion took place between the Committee to triangulate the evidence gathered in the Scrutiny Review of Administrative Arrangements and Joint Officers the findings would be used to produce a report and recommendations which would be submitted to the Head of Paid Services in the first instance and then onto Cabinet. Whilst the review was concerned with administrative arrangements/joint officers the evidence provided raised wider issues.

Good Practice/Strengths

- New Chief Executive and Assistant Director – Human Resources and Payroll now in post;
- Good start with new leadership;
- Pro-active Scrutiny Committee;
- Acknowledgement and recognition of differences in culture of both Councils;
- Work begun on harmonising services;

Areas for Improvement/Concerns

- Concern was expressed at the Online Induction process. Issues raised included no personal contact or opportunity to meet colleagues or raise issues;
- With regard to sickness, the levels of sickness suggested that this was an area that was not performing well. The Committee did not receive sufficient evidence to convince them that support for people off sick was working as well as they would wish;
- The way in which several of the administrative arrangements had come into existence appeared unmanaged with no proper risk assessment undertaken of impact on staff. The monitoring of staff already in post, needed review including the morale of staff;
- The differences on pay parity within the arrangements were unsatisfactory;
- Need to consider the introduction of appropriate performance indicators to monitor how these arrangements are working other than financial;
- It appeared Exit interviews were not being used to identify trends/Issues;
- More communication should have taken place on the introduction of these arrangements;
- Concern was expressed that following the joining up of services such as the Planning Service and Environmental Health the Council had lost key skills;
- Stakeholder bench marking – how is the Council perceived as an employer as a result of these arrangements and has there been any effect on our reputation;
- Do we have a forward plan in place for the ageing workforce;
- Staff facilities at Mill Lane – the Committee felt more needed to be done regarding staff facilities at Mill Lane given its location.

RESOLVED – That the triangulated evidence of the Scrutiny Review into Administrative Arrangements and Joint Officers be included in the final report which will be sent to the Head of Paid Services in the first instance then forwarded onto Cabinet for consideration.

(Members/Overview & Scrutiny Manager)

681 List of Key Decisions – Issue No 44

The Committee considered Issue No 44 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 44 be noted.

(Governance)

682 Work Programme

The Committee considered the Work Programme for the Organisation Scrutiny Committee 2015-2016 which set out the items which the Committee would consider for the forthcoming year.

The Overview and Scrutiny Manager reported that the Work Programme was nearly complete and the Scrutiny Review into Administrative Arrangements into Joint Officers was now concluding. A draft report would be brought to the next meeting for Members to agree before its submission to the Head of Paid Services.

RESOLVED - That the Organisation Scrutiny Committee's 2015/16 Work Programme be noted.

(Members/Overview & Scrutiny Manager)

683 Additional Urgent Items

There were no additional urgent items to be considered at the meeting.

684 Date of Next Meeting

The next meeting of the Organisation Scrutiny Committee would take place on Wednesday 13 April 2016 at 3.00 pm.