

ORGANISATION SCRUTINY COMMITTEE**MINUTES OF MEETING HELD ON 13 APRIL 2016****I N D E X**

Page No	Minute No	Heading
1	738	Apologies for Absence
1	739	Declarations of Interest
1	740	Minutes of Last Meeting
2	741	Draft Scrutiny Review Report – Administrative Arrangements and Joint Officers
2	742	Draft Scrutiny Review Report – Performance Related Pay
2	743	Investors in People
3	744	Strategic Alliance People Strategy and Action Plan
4	745	ICT Update
4	746	Monitoring of Overview and Scrutiny Recommendations
5	747	List of Key Decisions – Issue No 46
5	748	Work Programme
5	749	Additional Urgent Items
5	750	Date of Next Meeting

ORGANISATION SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON 13 APRIL 2016

Present:

Councillor T Mansbridge in the Chair
Councillor A Dale
" R Welton Councillor J Windle

Also Present

Stephanie Barker – Assistant Director – HR and Payroll (for Min Nos 743 and 744)
Nick Blaney – ICT Manager (for Min No 745)
Sue Broadhead – Overview and Scrutiny Manager
Sarah Cottam – Governance Officer

738 Apologies for Absence

Apologies for absence was received from Councillors J Barry, B Lewis and B Wright.

739 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 the meeting.

The Chair reminded the Committee that the Purdah period for the Police and Crime Commissioner Elections started on 24 March 2016 and would run until the 6 May 2016. Although this did not affect the Council directly, certain restrictions on the publicity and communication must be adhered to.

It was advised that the Purdah period for the EU Referendum would begin on 17 May 2016.

740 Minutes of Last Meeting

RESOLVED – That the Minutes of the meeting of the Organisation Scrutiny Committee held on 9 March 2016 be approved as a correct record and signed by the Chair.

741 Draft Scrutiny Review Report – Administrative Arrangements and Joint Officers

The Committee considered the draft Scrutiny Review Report for Administrative Arrangements and Joint Officers. It was requested that recommendation 1.9 be altered to read – “That the Council reviews the environment at Mill Lane”.

The Overview and Scrutiny Manager advised the Committee that if the report recommendations were accepted by Cabinet at its June meeting, then the Lead Officer for the service would produce an action plan which would then be monitored by the Organisation Scrutiny Committee.

RESOLVED – That the Organisation Scrutiny Committee approve the draft Scrutiny Review Report, with the alteration to recommendation 1.9 and then be submitted to Cabinet.

(Members/Overview and Scrutiny Manager)

742 Draft Scrutiny Review Report – Performance Related Pay

The Committee considered the draft Scrutiny Review Report for Performance Related Pay.

Members considered an e-mail from Councillor J Barry outlining her concerns over the Performance Related Pay. She felt that this would be a strain on people with disabilities and did not belong in the public sector. The Overview and Scrutiny Manager advised the Committee that if the report recommendations were accepted by Cabinet at its June meeting then the Lead Officer for the service would produce an action plan on how the recommendation would be implemented. The action plan would then be monitored by the Organisation Scrutiny Committee.

RESOLVED – That the Organisation Scrutiny Committee approve the draft Scrutiny Review Report into Performance Related Pay for its submission to Cabinet.

(Members/Overview and Scrutiny Manager)

743 Investors in People

The Committee considered an update on retaining the Investors in People (IIP) Accreditation. Stephanie Barker, Assistant Director – HR and Payroll attended the meeting to answer any questions from Members. The Committee were advised that a list of improvements received from IIP was still in the process of being considered for implementation. HR were also working on a draft Learning and Development Plan. The Assistant Director – HR and Payroll advised the Committee that the IIP Framework had changed since the Council achieved the accreditation and was now on the sixth generation of the standard.

Discussions had taken place at SAMT as to whether the Council should continue with the IIP accreditation and they had felt that the Council should

not go forward with the new standard. However this was still a Member decision so Members' views would be sought. It was also noted that the current IIP Assessor used by the Council would not be continuing after March this year. The new standard was found to be very resource intensive and as nice as it would be to retain the IIP, efforts may best be placed elsewhere within the Council. The previous accreditation cost the Council £6,796 and this was split between both North East Derbyshire and Bolsover.

The new accreditation which included benchmarking would cost £13,000 per Council or £8,500 per Council for a more basic assessment.

If the Council decided not to pursue the accreditation, the improvements listed on the previous action plan would still be completed and fed into other strategies. The Committee were advised that a member of staff in HR was currently looking at alternatives to the IIP.

The Assistant Director – HR and Payroll advised the Committee that from April 2017 a 0.5% of the Council's paybill would be taxed and a levy would be made payable to HMRC. This levy would be put into a virtual account for an apprenticeship scheme within the Council. The Committee were advised that a Paper on the Apprenticeship Levy would be going to SAMT on Friday.

RESOLVED – That the Organisation Scrutiny Committee noted the update on the Council retaining the accreditation against the Investors in People extended framework.

(Assistant Director – HR and Payroll)

744 Strategic Alliance People Strategy and Action Plan

The Committee considered the progress of the Strategic Alliance People Strategy and Action Plan. Stephanie Barker, Assistant Director – HR and Payroll was in attendance to update Members.

Members wished to consider the inclusion of the People Strategy Action Plan on the Committee's future work programme. The Overview and Scrutiny Manager advised that at the Committee's first meeting in the new Municipal Year, the work programme would be discussed and agreed at this meeting.

The Assistant Director – HR and Payroll suggested that the Committee may wish to look at the results of the more recent employee survey that was currently taking place.

The Assistant Director – HR and Payroll was looking forward to working with the Committee and seeking the Committee's input into the work of Human Resources.

The Chair, on behalf of the Committee thanked the Assistant Director – HR and Payroll for attending the meeting.

RESOLVED – That the Committee notes the progress of the Strategic Alliance People Strategy Action Plan.

(Members/Assistant Director – HR and Payroll)

745 ICT Update

The Committee considered an ICT update from Nick Blaney – ICT Manager. The Committee were advised that the annual ICT survey took place in December 2015. Overall satisfaction was at 97% which had increased from 83%.

Following the survey the necessary improvements were put into an action plan and the key focus of ICT was the performance of the equipment and replacing the ageing kit. A laptop refresh had recently taken place. ICT were running internal workshops for staff to make them more aware of who does what in the service and explained the structure and skill sets of all staff. ICT would also be looking at what areas were working well and would ensure the networks in the Council were also working satisfactorily.

The ICT Manager advised the Committee of the recent issues that affected the business continuity of the Council. ICT carried out an analysis of the impact the recent network downtime had caused. The ICT Manager was pleased that everything ran smoothly in getting the systems back up and running again after the event in 1.5 days.

Concerns over the absence of webmail in the Council was raised by Members of the Committee. The Committee were advised that the removal of webmail was a data protection decision. However the concerns would be raised with the Data Protection Officer for a direct response.

The Chair on behalf of the Committee thanked the ICT Manager for attending the meeting.

RESOLVED –

- (1) That the concerns raised by Members regarding the absence of webmail in the Council would be forward to the Data Protection Officer for a direct response.
- (2) That the Organisation Scrutiny Committee notes the update on the ICT service.

(ICT Manager/Overview and Scrutiny Manager)

Councillor J Windle left the meeting at this point.

746 Monitoring of Overview and Scrutiny Recommendations

The Overview and Scrutiny Manager advised the Committee of the recommendations of all the Scrutiny Committees during 2015/2016 and asked for any comments on outstanding items.

The Committee were also advised that Members should let the Overview and Scrutiny Manager know if there was anything that they felt needed closer monitoring in the recommendations.

There were no comments made by the Organisation Scrutiny Committee on the recommendations.

RESOLVED – That the Monitoring of the Scrutiny Recommendations 2015/2016 be received.

(Members/Overview and Scrutiny Manager)

747 List of Key Decisions – Issue No 46

The Committee considered Issue No 46 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 46 be noted.

(Governance)

748 Work Programme

The Committee considered its work programme for 2015/16 which was now complete. The Overview and Scrutiny Manager explained the process for next year's work programme. An e-mail would be circulated to all members and stakeholders for review suggestions for the ensuing year.

It was requested that all suggestions for reviews from Members be forward to the Overview and Scrutiny Manager.

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

(Overview and Scrutiny Manager)

749 Additional Urgent Items

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

750 Date of Next Meeting

The next meeting of the Organisation Scrutiny Committee would take place on Wednesday 29 June 2016 at 3.00 pm.