

ORGANISATION SCRUTINY COMMITTEE**MINUTES OF MEETING HELD ON 19 OCTOBER 2016****I N D E X**

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ORGANISATION SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON 19 OCTOBER 2016

Present:

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

Also Present

Stephanie Barker – Assistant Director – HR & Payroll (for Min Nos 332 & 333)
Clare Ashton – HR Manager (Corporate Resources) (for Min Nos 332 & 333)
Sue Veerman – Overview & Scrutiny Manager
Sarah Cottam – Governance Officer

329 Apologies for Absence

No apologies for absence had been received for this meeting.

330 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.

331 Minutes of Last Meeting

RESOLVED – That the Minutes of the meeting of the Organisation Scrutiny Committee held on 27 July 2016 be approved as a correct record and signed by the Chair subject to the inclusion of Councillor A Dale in the list of attendees at this meeting.

332 Employee Survey

The Committee considered the highlight results of the recent employee survey. Stephanie Barker, Assistant Director – HR and Payroll and Clare Ashton, HR Manager attended the meeting to update members.

North East Derbyshire has used Q&A Research (an external research company) to undertake employee surveys on behalf of the Council since 2007.

The recent survey was the first survey to be undertaken jointly with Bolsover. However, North East Derbyshire and Bolsover were provided with two separate results reports from the survey.

The survey was sent out to 465 employees at North East Derbyshire on 12 July 2016 with a deadline for completion of 5 August 2016. Employees were invited to take part in the survey via email and those employees who had little or no access to email were sent a paper version of the questionnaire.

The Committee were advised that 56% of employees had responded to the questionnaire. This was an increase from the response rate of 40% from the last survey undertaken in 2013. Response rates to employee surveys over the years were 61% in 2007, 52% in 2009 and 44% in 2011.

The Committee considered the positive outcomes and the areas for improvement –

- 85% of respondents *'know what we have to do in my service area to be a high performing Council'*.
- 84% of respondents agreed *'the Council is an equal opportunities employer'*.
- 85% of respondents agreed *'that they felt 'very' or 'fairly' well informed by the Council'*.
- 74% of respondents agreed *'that their manager would support me in a crisis'*.
- 81% of respondents agreed *'that their line manager is approachable to talk to when I need them'*.
- 70% of respondents agreed with the statement *"I trust and respect my manager"*.
- 53% of respondents said *'I have recently received recognition or praise for doing good work'*.
- 53% of respondents agreed with the statement *"the Council values the work that I do"*
- 44% of respondents agreed that *'morale was good where I work'*.

Why Employees work for the council

- 66% - *Flexible working*
- 64% - *Enjoy the job they do*

Members raised concerns over the variances in result figures from different service areas. The Committee were advised that some services did report quite different results from others and for this reason HR would be working with SAMT to develop local plans for services areas, where appropriate.

Members felt the survey was too long and cumbersome and seemed difficult to complete. The Committee was advised that this would be improved next time around.

The Assistant Director-HR and Payroll was requested to provide the members of the committee with the full results from the Employee Survey.

RESOLVED –

- 1) That the Organisation Scrutiny Committee notes the highlight results of the Employee Survey and;
- 2) Requests the Assistant Director – HR and Payroll to provide the Committee with the full results of the Employee Survey.

(Assistant Director – HR and Payroll)

333 Scrutiny Review – Health and Wellbeing

The Committee considered a selection of current initiatives within the authority to assist them in finalising the arrangements of the staff focus groups.

Members considered various documents including –

- The Reward, Recognition and Retention Framework
- Did you know poster
- Health and Wellbeing Survey – Advert and blank questionnaire
- Employee Assistance Programme (EAP) – Report
- Poster – Promoting EAP
- Health Survey Questionnaire
- Links – to online versions of Health and Wellbeing documents

The Assistant Director – HR and Payroll advised the committee that the Health and Wellbeing survey had taken place after the employee survey, via email and post and was coordinated in house. The survey had a slightly lower response than compared to the Employee Survey, 31% over North East Derbyshire and Bolsover.

The committee were advised that there were no major issues arising from the Health and Wellbeing Survey as results were quite consistent. Results identified that employees were interested in having more information on health and wellbeing initiatives such as health checks, but were not so keen on taking part in classes such as yoga.

The Chair, on behalf of the committee thanked the Assistant Director- HR and Payroll and the HR Manager for attending the meeting.

The Assistant Director-HR and Payroll and the HR Manager left the meeting at this point.

Members discussed at length the information put forward regarding the Employee Survey highlight results and the Health and Wellbeing survey and decided that they would like to facilitate the staff focus groups independently as a committee. The Committee's previous experience had been that staff were quite receptive to focus groups and seemed happy to discuss issues with members.

The Committee put forward ideas for how the focus groups would run and also possible questions that may be asked. The main focus of the groups would be staff morale and health and wellbeing.

The Overview and Scrutiny Manager advised that only two meetings remained and within these it should be possible for four focus groups to be held. A scoping meeting would take place between the Overview and Scrutiny Manager, the Chair and the Vice Chair of the committee to discuss further how the focus groups would operate.

RESOLVED- that the Organisation Scrutiny Committee would facilitate the focus groups independently and a further discussion would take place between the Overview and Scrutiny Manager, the Chair and Vice Chair of the committee regarding the operation of the staff focus groups.

(Members/Overview and Scrutiny Manager)

334 List of Key Decisions – Issue No 53

The Committee considered Issue No 53 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 53 be noted.

335 Work Programme

The Committee considered its Work Programme for 2016/17 which set out the items which the Committee would consider over the forthcoming year.

RESOLVED – That the Organisation Scrutiny Committee's Work Programme for 2016/17 be noted.

336 Additional Urgent Items

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

337 Date of Next Meeting

The next meeting of the Organisation Scrutiny Committee is scheduled to take place on Wednesday 9 November 2016 at 3.00 pm. The Vice Chair submitted apologies in advance of this meeting.