



MINUTES OF MEETING

SCRUTINY : GOVERNANCE, PERFORMANCE, BUSINESS CHANGE AND CORPORATE SERVICES MEETING

TUESDAY, 25TH FEBRUARY, 2020

PRESENT: Councillors: T Skinner (Chair)

Councillors: D Sammon, W R Smith and C T Jones

Cooptees:

J Beard (Public)

Other Councillors in Attendance:

A Barry (Cabinet Member)

Officers:

F Donnelly (H R Manager), S Walker (Chief Education Officer), H Brown (Human Resources), P Williams (Principal Human Resources Advisor) and M Purnell (Performance and Scrutiny Officer)

M Morgan (Democratic Services Officer)

ITEM NO.	AGENDA MATTER	DECISION
707	Apologies for Absence	Apologies for absence were received from Councillor G Lewis, Councillor J Amos and Councillor H R Jones.
708	Declarations of Interest (including whipping)	No Declarations of Interest were made.

	declarations)	
709	Human Resources Report	<p>The Chair welcomed Councillor A Barry, Fran Donnelly, Hannah Brown and Paul Williams to the Meeting.</p> <p>Fran Donnelly referred the Committee to the 'Human Resources' Report and together with Councillor Barry and the Officers responded in detail to the following questions that were raised by the Committee:</p> <p>Single Points of Dependency (SPOD's)</p> <ul style="list-style-type: none"> • Clarification sought on the Legal SPOD • Explanation sought on the different issues under SPOD's and Capacity • Succession planning <p>Staff Capability</p> <ul style="list-style-type: none"> • Is this from the bottom to the top of the Organisation – Is it more for Management level-Skill set if from a different Organisation • Do Managers have time to produce Capability reports and procedures to effectively manage staff • Part of staff capability is the ability to log small details – Do Managers have the information to determine if the Policy works – Do Managers have time to do this • Request made for capability figures for the last three years • How many times has a capability process been seen through to the end • Accuracy of the data on capability • Suggestion – That an ICT information gathering system be used to save time and to give the Committee the exact information that is out there • May be improvements with new software but not if an issue of culture • Problems with identifying who has been placed on capability – The pressure on people under capability and the link to stress and sickness • The need to get the information onto an ICT system as soon as possible • Are all Managers trained – Are all Managers dealing in the same way – Are all Managers fully trained up • Are 1:1's a matter of course with all staff – Frequency of 1:1's – Managers time for these • Clarity sought on: The overall picture of Capability – How it is being done – The role of HR • Less Managers – Multi skilled staff – How is capability being checked – Who interviews Managers on Capability – Time consuming for Managers – Efficiency cuts – What plans are in place • What are the costs for new ICT Software – Will it be costly or affordable in the budget – Timescales for

		<ul style="list-style-type: none"> implementation • What if extra staff are required to implement new and extra systems • Has this been factored into next years budget <p>Capacity Exercise</p> <ul style="list-style-type: none"> • Paragraph 3.1.1 – Areas identified in the table – How many staff is this in total • Explanation requested in relation to unallocated funds • Capacity, Sickness rates and Capability all tied together <p>Work Related Stress and Staff Sickness</p> <ul style="list-style-type: none"> • Sickness costs – Details requested on the provision of Occupational Health • Comparison figures requested for before 2015/16 of costs when the Occupational Health service was in house • (Paul Williams advised that he would supply this data) • What is the way forward – Are there sickness hotspots – Is there random drug/drink testing <p>The Redundancy Process</p> <ul style="list-style-type: none"> • No questions raised on this <p>The impact of the VR/VER Process</p> <ul style="list-style-type: none"> • Request made for a breakdown for each section on the impact VR/VER has had on that section • (Fran Donnelly advised that this would be done with the service areas that had lost staff in April) • Staff Culture Survey - Why was this not used as a snapshot of VR/VER – How did the staff feel - Concerns need to be known – Should have been included in the report • (The Chair stated that the Committee would have expected to see the results) • Could a Wellbeing Survey be undertaken with staff to see how staff are feeling individually • No staff numbers provided for the posts detailed in the table – Explanation of why some posts are not in the Medium Term Financial Plan <p>Agency Workers</p> <ul style="list-style-type: none"> • Explanation requested on the length of service for some agency staff – Why had these agency staff not been appointed – Have these staff been offered a permanent position • Explanation requested in relation to applying for a post and the advertising of posts • Cost of agency staff in comparison to permanent staff
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710	Best Start to Life	<p>The Chair welcomed Sue Walker to the Meeting.</p> <p>Sue Walker referred the Committee to the 'Best Start to Life' report and responded in detail to the following questions raised by the Committee:</p> <ul style="list-style-type: none"> • Changeover of Advisors – Explanation of the role and the work undertaken – Is regular change a good thing – Request for examples of good practice • Challenge advisors and Governing Bodies • Appendix 3 – Foundation Phase – (b) – Explanation of paragraph requested • Key Stage 2 – (b) – What are the three measures that performance has fallen down on • Key Stage 3 – (d) (e) – What work is being undertaken in schools • Reference to the report of the Minister – How long does it take to change results • Inspection Profile – Utilisation of excellent

		<p>practitioners to share good practice – Is this happening</p> <ul style="list-style-type: none"> • How can the Authority work with parents to improve attendance • Paragraph 6.3 – Raising Standards Raising Aspirations (RARS) and Paragraph 6.4 – 21st Century Schools - Clarity sought on these paragraphs • If there is no measure how can progress be monitored • Update requested on – What is the Authority doing in relation to working with the third sector and consultation with youth • The link to the Corporate Plan – How to fit in with plans for extra homes and the Local Development Plan – How does 21st Century Schools link back to the Corporate Plan and the Local Development Plan <p>The Chair then thanked Sue Walker for the update to the Committee</p>
711	Work Programme 2019-20	The Chair referred the Committee to the 'Work Programme 2019/20' report and advised of the necessity to compile a programme for the forthcoming year. The Chair also invited any Committee Member to join her in compiling the forthcoming Work Programme and welcomed submission of topics for consideration.

Quorum

The remainder of the agenda could not be considered due to the Meeting becoming inquorate.

712	Scrutiny Referrals, Feedback and Follow up Actions	
713	Reflection and Evaluation of Meeting	
714	Any other business deemed urgent by the Chair	