

# WIRRAL COUNCIL

## Transformation and Resources Policy & Performance Committee

29 January 2014

<b>SUBJECT:</b>	<b>WORK PROGRAMME UPDATE REPORT</b>
<b>WARD/S AFFECTED:</b>	<b>ALL</b>
<b>REPORT OF:</b>	<b>Director of Public Health/Head of Policy &amp; Performance</b>
<b>RESPONSIBLE PORTFOLIO HOLDER:</b>	<b>Cllr Ann McLachlan (Governance and Improvement)</b>

### 1.0 EXECUTIVE SUMMARY

1.1 This report updates Members on progress delivering the items included in the Work Programme for this committee, agreed at the meeting in September 2013.

### 2.0 BACKGROUND AND KEY ISSUES

2.1 At their first and second meetings held in July and September, all four Policy and Performance Committees discussed and agreed their work programmes for the municipal year.

### 3.0 PROGRESS WITH TRANSFORMATION AND RESOURCES WORK PROGRAMME

3.1 A Work Programme for the Transformation and Resources Policy & Performance Committee was approved on 23 September 2013 and is included as Appendix 1. This proposed four pieces of work under the following headings:

- ICT Strategy
- Review of Shared Services
- Review of process for handling Freedom of Information requests
- Review of sickness absence process

3.2 A brief summary of the work against these topics is summarised below.

#### ICT Strategy

3.3 The Committee received the report from the Interim Head of ICT and a presentation on the Council's ICT Strategy and Strategic Implementation Plan was made at the Transformation and Resources Policy & Performance Committee on 23 September 2013. Pre-decision scrutiny was carried out prior to submission to Cabinet for approval. The main elements of the ICT Strategy

were developed around providing overall ICT leadership across a number of themes.

3.4 Recommendations were made by the Committee, including recommending Member involvement in the proposed Senior Board, to be determined by Cabinet, as part of the ICT governance proposals.

3.5 Other recommendations included:

- Ensuring that part of the Senior Board's remit is horizon scanning to identify new technologies that improve service quality and deliver efficiencies.
- In terms of implementing the Strategy, a management dashboard approach is taken to monitoring performance and that this is reviewed by this committee.

### **Freedom of Information**

3.6 In light of previous criticism received by the Information Commissioner on responding to requests for information under the Freedom of Information Act, a Scrutiny Review on how the Council manages these requests has commenced. A scoping meeting was convened in November 2013 and it was agreed that the overall objective should be to provide assurances that the Council is moving in the right direction on managing Freedom of Information, not just in terms of the subject matter, but information management.

3.7 The Members on the Panel are Councillors Adam Sykes (Chair), Stuart Whittingham and Christina Muspratt. It is anticipated that a report from the Panel will be reported to the committee in April.

### **Shared Services**

3.8 Wirral Council and Cheshire West and Chester are continuing the ongoing work to establish shared services arrangements. An initial scoping meeting has been convened for early February. An overview of the current developments in setting up the shared services arrangements will be made by the Programme Director to allow the scope of the scrutiny review to be developed.

3.9 The Members of the Panel are Councillors Stuart Whittingham, Adam Sykes and Phil Gilchrist. The Chair of the Panel will be determined during the scheduled scoping meeting.

### **Sickness Absence**

3.10 This was included on the Scrutiny Work Programme to:

- Explore the process for dealing with sickness absence and the impact it has on capacity with the HR division and the wider organisation in the light of the transformation process; and
- Review the effectiveness of re-integrating people back into the workplace and whether employee assistance programme is effective in reducing / addressing sickness absence.

3.11 In determining the scope for further work, the Head of Human Resources was requested to present a report to the January Committee. This is covered elsewhere on the Agenda.

#### **4.0 RELEVANT RISKS**

4.1 There are none directly relating to this report.

#### **5.0 OTHER OPTIONS CONSIDERED**

5.1 N/A

#### **6.0 CONSULTATION**

6.1 N/A

#### **7.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS**

7.1 N/A

#### **8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

8.1 N/A

#### **9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS**

9.1 N/A

#### **10.0 LEGAL IMPLICATIONS**

10.1 N/A

#### **11.0 EQUALITIES IMPLICATIONS**

11.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(c) No because of another reason which is

The report is for information to Members and there are no direct equalities implications at this stage.

#### **12.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS**

12.1 N/A

#### **13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS**

13.1 N/A

#### **14.0 RECOMMENDATION/S**

14.1 Members consider proposals for further scrutiny work to be carried out in relation to Sickness Absence.

14.2 Members are requested to approve the Transformation and Resources Policy & Performance Committee work programme as set out in Appendix 1 and make any necessary amendments.

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## **APPENDICES**

Appendix 1 – Transformation and Resources Policy & Performance Committee Work Programme