

WIRRAL COUNCIL

Transformation and Resources Policy & Performance Committee

14 April 2014

SUBJECT:	WORK PROGRAMME UPDATE REPORT
WARD/S AFFECTED:	ALL
REPORT OF:	Director of Public Health/Head of Policy & Performance
RESPONSIBLE PORTFOLIO HOLDER:	Cllr Ann McLachlan (Governance and Improvement)
KEY DECISION?	NO

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 The Task and Finish scrutiny review on Freedom of Information has now been completed and the final report is covered elsewhere on the agenda. The review was conducted through a number of question and answer sessions held with the Head of Legal and Member Services and the Information and Central Services Manager.

Shared Services

3.7 A scoping meeting on the Shared Services scrutiny review was convened on 6 February 2014 to inform the direction of the review. However, following on from this meeting, it was subsequently decided to suspend the process of developing shared professional and transactional services with Cheshire West & Chester and Cheshire East. This decision was approved by Cabinet on 13 March 2014.

3.8 In light of this decision, the Task & Finish panel has now been disbanded and any future scrutiny work will now be determined at an appropriate time in line with how the Council decides to progress the shared services arrangements.

Sickness Absence

3.9 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.

3.10 At the Transformation and Resources Policy & Performance Committee on 29 January, the Head of Human Resources and Organisational Development submitted a report which set out the current position in relation to sickness absence across the Council. It was agreed that the Committee should

establish a Task and Finish panel to look at workplace stress and absences in the new municipal year.

4.0 TRANSFORMATION AND RESOURCES POLICY & PERFORMANCE COMMITTEE – OFFICER REPORT UPDATE

- 4.1 In addition to the scheduled reviews, the Committee requested an Officer Report on the Local Welfare Assistance Support Scheme. This is covered elsewhere on the agenda. The purpose of the report is to determine the need for any further scrutiny work to be carried out as part of the work programme in the new municipal year.

5.0 PROGRESS IMPLEMENTING PREVIOUS RECOMMENDATIONS

- 5.1 During the municipal year, Members have expressed their concerns about the lack of sufficient monitoring of previous scrutiny recommendations and reporting back on the progress in terms of their implementation. Officers have developed a mechanism to address this which programmes the monitoring of recommendations across the annual committee meeting cycle
- 5.2 Recommendations will now be allocated an appropriate review date and a schedule developed which aligns with Policy and Performance Committee Meetings. This will include recommendations arising from Scrutiny Reviews as well as those recommendations arising from debate at Committee Meetings.
- 5.3 It is proposed that this commences from those Scrutiny Reviews completed in 2012/13, of were there were none directly relevant to the Transformation and Resources Policy & Performance Committee.
- 5.4 In relation to the ICT Strategy, a progress report will be brought to the next meeting of this Committee in July 2014 to update Members regarding progress on implementation of relevant recommendations.

6.0 RELEVANT RISKS

- 6.1 There are none directly relating to this report.

7.0 OTHER OPTIONS CONSIDERED

- 7.1 N/A

8.0 CONSULTATION

- 8.1 N/A

9.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

- 9.1 N/A

10.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 10.1 N/A

11.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

11.1 N/A

12.0 LEGAL IMPLICATIONS

12.1 N/A

13.0 EQUALITIES IMPLICATIONS

13.1 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.

14.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

14.1 N/A

15.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

15.1 N/A

16.0 RECOMMENDATION/S

16.1 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