

## **Cabinet Lead Reports – Full Council 22 February 2017**

### **Councillor Michael Wilson: Cabinet Lead for Governance and Organisational Development**

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#### **Democratic Services**

The Democratic Services team have been continuing their work to streamline the Scrutiny process and have made further progress with this work. The recommendations from the review of cemetery provision have now been agreed by Cabinet, while reviews into the shared management arrangements and the transfer of IT services to Capita have been completed and agreed by the Scrutiny Board. The Budget Scrutiny process for 2017/18 has also been completed and the process has been endorsed by both the Scrutiny Board and the Cabinet.

Topics that are currently being scrutinised include the provision of public toilets in the Borough, the Troubled Families Programme, a review of the Economic Development Service, a review of the Assets of Community Value Policy and a review of the Standing Orders in the Constitution relating to meetings. Councillors who wish to take part in any of these reviews are encouraged to speak to Democratic Services.

The Councillor Development Panel is now meeting regularly and considering the corporate training priorities for the coming municipal year. A training needs analysis survey was recently completed and received a good response, with the results now being put into the training programme for the coming year. The Panel will also consider the draft self-assessment and action plan for achieving accreditation under the South East Employers Charter for Elected Member Development. Furthermore, the Panel will take the lead on implementing the Councillor Development Strategy in seeking to ensure that all Councillors are equipped to deliver the Councils statutory and corporate objectives and priorities.

#### **Elections**

The Electoral Services Team is progressing well with the arrangements for the County council elections on 4 May. It has been rather more complicated than usual with regard to polling stations, partly due to the Boundary changes. Polling District DA will be voting at a new temporary station at the Ex servicemen's Club in Brockhampton Lane; DD and DE will be split rather than in a joint station, with DD voting at Warblington School and DE voting at The Stride Centre; the new LF will temporarily be voting at Hart Plain Church. Other changes are FA will be back at Sharps Copse Primary School, FB at St Albans School and for the first time we will be using the sports hall at Crookhorn College due to the Meeting Place being dilapidated and beyond repair.

The Minister for the Constitution, Chris Skidmore MP, visited South Region on 9 February. A meeting was hosted at Leigh Park Community Centre and was attended by various people from Housing Associations, tenants and 3 HBC councillors. Feedback was that it was a very useful exercise.

### **HR, Learning and Development**

The Human Resources team is supporting a number of key corporate projects. In particular planning for the transfer of staff members to third party contractors, within the TUPE transfer regulations. An overarching Organisational Development Strategy has been developed to support the Councils in their strategic aspirations, with a detailed action plan to bring the Strategy to life. This is a living document and will evolve with the direction of the Councils. For example, the Strategy currently includes a 'Fit for Future' programme which supports the transition to manager and employee self service operating for services due to be outsourced. This will be a considerable piece of work for the remainder of 2017.

Following a review of terms and conditions of employment in 2016, the team are ensuring the agreed changes are embedded. A revised pay strategy is being discussed with senior leaders and UNISON representatives, to generate a pay and reward model which is fit for purpose in a modern public service organisation, and which is financially sustainable.

The team continues to provide transactional services to all staff and line managers across the Councils, including recruitment, liaison with payroll and general 'employee lifecycle' administrative support. Support to line managers in dealing with employee relations matters also continues to be a key feature of the HR teams' work. For example, disciplinary and conduct matters, performance issues, sickness absence cases and family leave events such as maternity leave, paternity leave and parental leave.