

SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

MONDAY, 21ST JANUARY, 2013

PRESENT: Councillor P Grahame in the Chair

Councillors N Dawson, R Grahame,
J Hardy and C Macniven

68 Chair's Opening Remarks

The Chair welcomed everyone to the January meeting of the Scrutiny Board (Resources and Council Services)

69 Late Items

There were no late items

70 Declarations of Interest

In accordance with paragraphs 19-20 of the Members Code of Conduct, the following declaration was made by Councillor Ron Grahame in relation to Agenda item 8 as a member of the GMB Union (minute 74 refers).

71 Apologies for Absence and Notification of Substitutes

Apologies for absence were received on behalf of Councillors S Bentley, JL Carter, A Lowe and R Wood.

72 Minutes of the Previous Meeting

RESOLVED -That the minutes of the previous meeting held on 17th December 2012 be confirmed as a correct record.

73 Executive Board Minutes - 12th December 2012

RESOLVED -That the minutes of the Executive Board held on 12th December 2012 be noted.

Councillor R Grahame raised matters under minute 130, Green Deal – Leeds City Region Project, to which Councillor Peter Gruen, Executive Member Neighbourhoods, and Support Services undertook to provide a written response.

74 People Plan - Quarter 2 2012/13

The Chief Officer HR presented to the Board the People Score Cards for Quarter 2 2012/13.

The following were in attendance:

Councillor Peter Gruen - Executive Member Neighbourhoods and Support Services

Lorraine Hallam – Chief Officer HR

Daniel Hartley – Deputy Chief Officer HR

Catherine Marchant – Head of Human Resources – Children’s Services

In brief summary, the main issues of discussion were;

- The staffing underspend
 - The reduction in the number of agency staff
 - The absence in a significant number of Score Cards of a 2012/13 target or a 2011/12 outturn and the reasons for this.
 - The existence in many of the Score Cards of the lack of data and the reasons for this.
 - The manner in which data is collected by the SAP system and the management levels at which this data is collected resulting in data not being available
 - The need to achieve a balance between appropriate data collection and the resources required to provide and collect such data
 - The varied quality and usefulness of the comments provided in the Score Cards to explain local circumstances
- The information that is provided to this Scrutiny Board

In addition to requesting that HR look at the areas where targets had not been provided for 2012/13 or outturns provided for 2011/12, the Board requested that targets for 2013/14 be drawn up.

The Board also agreed to request that future Score Cards included data on overtime expenditure.

Additional information was requested with regards;

Leeds Initiative Staff

The Talent Pool

Care First

Accident Numbers

Number of Social Workers and current absence figures

RESOLVED

- (i) To note the contents of the report
- (ii) To request the additional information required

- (iii) To authorise the Chair and Head of Scrutiny and Member Development to work with officers in the drawing up of a revised reporting format for this Scrutiny Board in time for its March 2013 meeting.

75 Workforce Health Safety and Wellbeing

The Chief Officer HR presented to the Board a report detailing the current position regarding Health Safety and Wellbeing with particular reference to attendance Management

The following were in attendance

Councillor Peter Gruen - Executive Member Neighbourhoods and Support Services

Lorraine Hallam – Chief Officer HR

Daniel Hartley – Deputy Chief Officer HR

Catherine Marchant – Head of Human Resources – Children’s Services

Emma Wyatt - Senior HR Business Partner

Susan Barber - HR Manager, Attendance Management Team

Opening up this item Councillor Macniven gave a brief resume of an event she and others had attended called ‘Time to Change’ where participants gained a greater understanding of the reality, impact and barriers experienced by people suffering mental ill-health. Participants were also given an update on the Mindful employer campaign to which Leeds City Council has signed up.

It was noted that another event would take place in March 2013

In brief summary, the main issues of discussion were;

- The three key priorities for action; progressing Mindful Employer, tobacco addiction and raising awareness of living a healthy lifestyle
- Attendance Management and current procedures
- The importance of sharing best practice within and between Directorates
- The correlation between attendance, appraisals and general staff engagement
- The fact that the reduction in absenteeism was not as a result of reduced numbers of staff
- The need to ensure local managers see attendance management as a management job not an HR one

The Chair congratulated HR on the progress made in this area and would consider how best to relay this to Directorates

RESOLVED - To endorse the approach to health and wellbeing as describe in the submitted report

76 Work Schedule

The Head of Scrutiny and Member Development submitted a copy of the Board's work schedule.

RESOLVED – To note the Board's work schedule.

77 Date and Time of Next Meeting

RESOLVED – To note the date of the next meeting as Monday 18th February 2013 at 10am

(All meetings to take place in the Civic Hall, Leeds, commencing at 10.00am)

(The meeting concluded at 12 noon)