
REPORT TO: CORPORATE SCRUTINY COMMITTEE 5 (b)
DATE OF MEETING 11 MARCH 2002
REPORT FROM: PERSONNEL & DEVELOPMENT MANAGER
MEMBERS'
CONTACT POINT: J WILLOUGHBY EXT. 5729
SUBJECT: HUMAN RESOURCE MANAGEMENT –
BEST VALUE REVIEW

1.0 Purpose of Report

1.1 The purpose of the report is to outline to members progress made to-date in undertaking the Human Resource Management Best Value Review, and provide a summary of the key issues identified for the authority to address.

2.0 Executive Summary

2.1 The Baseline Assessment was challenged at a meeting on 28 November 2001. A further meeting on 19 December 2001 enabled the group to then draw out the key issues for the authority to address. These can be found at Annexe A.

2.2 The Finance & Management Committee approved the key issues in January 2002.

2.3 The key issues have undergone an option appraisal exercise, by the review team, and the options proposed by the team have been consulted upon.

2.4 A range of focus groups have been undertaken, to consult with service users, members, and Personnel & Development staff on the options proposed, and to seek views on prioritisation of tasks.

2.5 Joint working opportunities with other authorities, and the Learning Skills Council are progressing.

2.6 Timescales are back on schedule.

3.0 Detail

3.1 Since the last meeting, the following progress has been made, through applying the four 'C's.

3.2 Challenge

The Baseline Assessment was challenged at a review team meeting on 28 November 2001. A further meeting on 19 December 2001 enabled the group to then draw out the key issues for the authority to address. These can be found at Annexe A.

3.3 The Finance & Management Committee approved the key issues in January 2002.

3.4 The key issues have been assessed in an option appraisal exercise, by the review team.

3.5 The review team has an external member from the Learning Skills Council. Additionally the Deputy Chief Executive and Policy & Best Value Manager have attended these meetings as 'challengers' to the approach taken by the review team and to the options proposed.

3.6 Consultation

A report was approved by the Finance & Management Committee in January 2002, which reported on progress made, and sought approval for the key issues identified, to enable an option appraisal exercise to be undertaken.

3.7 The options proposed by the team have been consulted upon. A range of focus groups have been undertaken, to consult with service users, members, and Personnel & Development staff on the options proposed, and to seek views on prioritisation of tasks.

3.8 The group is currently considering this feedback, to assist in the formulation of the final action plan.

3.9 The Personnel and Development general staff meetings that are held monthly continue to have the Best Value Review as a standing item. All relevant documents relating to the review continue to be placed on a shared drive for the staff to view. The Employee Development Officer has undertaken significant work in organising and conducting the focus groups.

3.10 Compare

The comparative data analysed in the baseline assessment, influenced the selection of the key issues identified, as identified in Annexe A.

3.11 Compete

Joint working opportunities with other authorities, and the Learning Skills Council are progressing.

3.12 Work has progressed in relation to the opportunity for a partnership approach to the delivery of Occupational Health Services with East Staffordshire Borough Council, Tamworth Borough Council, and Lichfield District Council. The Occupational Health service specification has been produced, and invites to tender advertised. Tenderers were

shortlisted and interviewed jointly during February, and references are being followed up. It is hoped to appoint a new service provider for 1 April 2002.

3.13 Additionally ongoing discussions are taking place relating to joint working on some specific areas of Employee Development, with a couple of authorities.

3.14 There have also been opportunities for support and possible funding from the Learning Skills Council identified, through the advice provided by their employee on the review team. These opportunities should assist the authority in some of the employee development issues identified in the option proposals.

3.15 Timescales

The review is back on schedule.

3.16 The following identifies the remaining key tasks of the review.

- ❖ Analyse consultation feedback from the review. – Mid March 2002.
- ❖ Produce Implementation/Action Plan – By 31/03/02
- ❖ Prepare Finance & Management Committee report by end May 2002.
- ❖ Report Implementation / Action Plan to Finance & Management Committee – 13 June 2002.
- ❖ Prepare for inspection.
- ❖ Review inspected in September 2002.

4.0 Conclusions

4.1 The HRM Best Value Review has made significant progress, and is back on schedule with a final action plan prepared by the end of March 2002.

4.2 The Baseline Assessment has been challenged.

4.3 The review team has drawn out the key issues they consider the authority should address in relation to HR and have evidenced how they have arrived at these recommendations.

4.4 The key issues have undergone an option appraisal exercise, and proposals for action have been made.

4.5 These proposals have been consulted upon through focus groups.

4.6 The four C's of Challenge, Consult, Compare, & Competition continue to be addressed and the report identifies how and at what stages.

