

**SCRUTINY INVESTIGATION PROPOSAL – STAFF SURVEY**

Relevant Portfolio Holder	Councillor G Denaro
Portfolio Holder Consulted	Yes
Relevant Head of Service for Overview and Scrutiny	Claire Felton – Head of Legal, Equalities and Democratic Services
Wards Affected	All wards
Ward Councillor Consulted	No – not at this stage
Non-Key Decision	

**1. SUMMARY OF PROPOSALS**

- 1.1 Following the findings of the staff survey being presented to the Board at its meeting held on 19<sup>th</sup> September, Members agreed that a Task Group should be established. An Overview and Scrutiny Topic Proposal Form relating to the Staff Survey has been completed by Councillor S Colella and is submitted for consideration by the Board.
- 1.2 During consideration of this item at the meeting on 19<sup>th</sup> September, Members also discussed the potential for this to be a joint piece of work with Redditch Borough Council. As this would be the first joint task group between the two Councils the proposal also contains information in respect of joint working arrangements.
- 1.3 It should be noted that with effect from 1<sup>st</sup> April 2016 and in line with the Members' Allowances Scheme, the Chairman of a Task Group is paid a special allowance of £1,082 pro rata for the length of a Task Group, upon completion of the work. A special allowance is no longer paid to Task Group Members.
- 1.4 The Topic Proposal will be considered by the Redditch Overview and Scrutiny Committee at its meeting on 25<sup>th</sup> October, with the Chairman of the Overview and Scrutiny Board and Councillor Colella in attendance to present and respond to questions. A verbal update in respect of the outcome of that meeting will be provided in order to aid Members in taking this matter forward.
- 1.5 Should Redditch Borough Council chose not to participate in a joint scrutiny of the staff survey, the Board would need to consider whether it wished to continue with a task group or whether to investigate the matter in a different way, for example as a Board investigation or a short sharp review.

**2. RECOMMENDATIONS**

- 2.1 That the Board considers the completed proposal form (at Appendix 1) and agrees to the following:
- (a) **consider and agree the terms of reference (and joint working arrangements) of the Staff Survey Joint Task Group (see attached Topic Proposal Appendix 1);**
  - (b) **Consider membership of the Task Group and appoint a Chairman;**
  - (c) **decide upon the length of time the Task Group will have to carry out its investigations (Task Groups are normally expected to conclude their investigations within six months from the date of the first meeting);**
  - (d) **request the Task Group to commence its investigation as soon as possible; or**
  - (e) **If Redditch Borough Council chose not to take part in the Joint Scrutiny the Board may wish to continue with it in the normal way or look at an alternative form of investigation.**

**3. KEY ISSUES**

**Financial Implications**

- 3.1 There are no financial implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of the subsequent investigation undertaken.

**Legal Implications**

- 3.2 There are no legal implications directly relating to this report, however, if the proposal is accepted, any implications would be considered as part of the subsequent investigation undertaken.

**Service/Operation Implications**

- 3.3 An Overview and Scrutiny Topic Proposal Form relating to the results of the staff survey has been completed by Councillor S Colella, with the suggestion that the investigation could be carried out as a joint piece of work with Redditch Borough Council.
- 3.4 In previous years the Council has participated in joint scrutiny investigations involving a larger number of Councils based in Worcestershire, largely hosted by Worcestershire County Council. Members should note that if this joint review goes ahead it would set

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an example for future scrutiny collaborations between the two Councils which may occur more frequently when considering shared services

- 3.5 For this reason it would be useful to clarify how the joint scrutiny arrangements should operate for the review and the proposed working arrangements which have been incorporated within the topic proposal should help to address this.
- 3.6 To ensure that joint scrutiny arrangements develop in a way that meets the needs of both Councils it would be useful, on this occasion, if Members with scrutiny expertise were appointed to the Task Group. As such it is proposed that only Members of the Overview and Scrutiny Board be appointed to the Task Group. To ensure that the size of the membership on the Task Group is workable from a practical perspective it is also being proposed that three Members only from each Council be appointed.
- 3.7 As the review has been proposed by the Board it is anticipated that a Bromsgrove Councillor would be appointed to chair the Task Group and should be identified whilst considering this report. A Redditch Member could be appointed as Vice Chair on this occasion should they agreed to participate in the Task Group.
- 3.8 If Redditch Borough Council's Overview and Scrutiny Committee decides that it does not wish to take part in the joint scrutiny exercise, the Board needs to agree whether to set up its own Task Group to undertake the investigation into the staff survey.

**Customer / Equalities and Diversity Implications**

- 3.9 Not applicable for the purpose of this report.

**4. RISK MANAGEMENT**

Not applicable for the purpose of this report.

**5. APPENDICES**

Appendix 1 – Overview and Scrutiny Topic Proposal Form

**6. BACKGROUND PAPERS**

None

**7. KEY**

None

**BROMSGROVE DISTRICT COUNCIL**

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