

Title of Report:	Resource Management Select Committee
Report to be considered by:	Overview and Scrutiny Management Commission
Date of Meeting:	2 November 2010

Purpose of Report: To provide an update on the work of the Select Committee.

Recommended Action: To note the information.

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Executive Report

1. Introduction

- 1.1 The Select Committee met on 13 September 2010 and the draft minutes are attached at Appendix A. A summary of the main discussions held are as follows:

Procurement

- 1.2 A detailed report was received on the procurement processes in place across the Council. There was some concern among Members that the Procurement Unit did not have enough involvement in much of the procurement undertaken across the Council, including the fact that there was no involvement below a £10k threshold. Although Members were informed that this was in line with best practice.
- 1.3 Members were also informed that based on experience and best practice a greater level of savings could be achieved with the decentralised model that was in place.
- 1.4 Work was also being undertaken across Berkshire to seek to identify greater value for money and a report on this will be presented to a future Select Committee. The report following the Improvement and Efficient South East audit will also be shared with the Select Committee.

Timelord

- 1.5 Extensive feedback, both positive and negative, was received from Heads of Service who were working in a Timelord environment.
- 1.6 Members had particular concerns regarding the issues raised in relation to reduced desk sizes, a difficulty with conducting confidential conversations and a loss of team identity. Both Heads of Service and Jackie Jordan, the Timelord Programme Co-ordinator, described the activity that had been and was being put in place to try and address concerns, which were difficult to resolve. Senior managers were therefore asked to keep the issues raised under close review.

HR related issues

- 1.7 Information provided on the stress management risk assessment toolkit and the work within service areas in response to the Employee Attitude Survey 2009 was noted.
- 1.8 A progress report was also provided on the exit interview process. It was reported that there was not a focus on encouraging a greater response rate as retention rates were currently good and turnover low. However, Members asked Robert O'Reilly, Head of HR, to give consideration to improving processes in order to collect more, potentially crucial, information.

Budget

- 1.9 The matter of the timeliness of budget reporting was returned to and it was resolved that the Portfolio Holder for Finance would be asked to reconsider whether quarterly budget reports could be considered by the Select Committee in advance of the

Executive. This would enable any comments/recommendations to be fed through to the Executive.

- 1.10 Members noted with concern that the revenue overspend forecast had increased by approximately £250k between months 3 and 4. This was almost solely related to pressures within Adult Social Care. It was reported by Nick Carter, Chief Executive, that finding the necessary savings from the budget in order to meet this deficit would be a significant challenge. Discussion then followed on the possible need to use general fund balances.

2. Discussion items scheduled for the next meeting

- 2.1 The next meeting of the Select Committee is scheduled for 11 November 2010 and the draft agenda items are as follows:

- (1) To continue the review of the efficiency and effectiveness of Property Services in relation to work conducted within schools.
- (2) Month 5 revenue budget report. There will also be a focus on the Chief Executive Directorate budget.

3. Work Programme

- 3.1 The latest work programme for the Select Committee is contained within Appendix A of item 19 of this agenda.

Appendices

Appendix A – Resource Management Select Committee minutes from 13 September 2010.