



Rutland County Council

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Minutes of the **MEETING of the GROWTH, INFRASTRUCTURE AND RESOURCES SCRUTINY PANEL** held in the Council Chamber, Catmose, Oakham on Thursday, 12th April, 2018 at 7.00 pm

Present: Mr J Lammie (Chair)
Mr I Arnold
Mr E Baines
Mr O Bird
Mr A Mann

Apologies: Mr W Cross

Officers

Present: Mrs A Wylie Head of Corporate Governance and Legal
Miss T Cookson Business Support Manager
Mr K Silcock Governance Officer

750 APOLOGIES

Apologies were received from Mr W Cross.

751 RECORD OF MEETING

The minutes of the meeting of the Growth, Infrastructure and Resources Scrutiny Panel held on 22 March 2018, copies of which had been previously circulated, were confirmed as a correct record and signed by the Chairman.

752 DECLARATIONS OF INTEREST

No declarations of interest were received.

753 PETITIONS, DEPUTATIONS AND QUESTIONS

No petitions, deputations or questions from members of the public had been received.

754 QUESTIONS WITH NOTICE FROM MEMBERS

No questions were received from Members.

755 NOTICES OF MOTION FROM MEMBERS

No notices of motion were received from Members.

756 CONSIDERATION OF ANY MATTER REFERRED TO THE PANEL FOR A DECISION IN RELATION TO CALL IN OF A DECISION

No matter was referred to the Panel for a decision in relation to a call-in of a decision in accordance with Procedure Rule 206.

757 BUSINESS SUPPORT REVIEW

Mr Hemsley introduced the report, the purpose of which was to update members on the Business support Review which was completed in February 2018 and give members the opportunity to comment on its ongoing progress.

During discussion the following points were noted:

- i. It was noted that the review was still being embedded and may take 6 months to be fully operational as staff settle into their roles.
- ii. Admin tasks would be sent to the relevant Business Support Hub, either the Places and Resources hub, or the Peoples hub.
- iii. In 6 months, the Council is looking to have generic job titles and job descriptions within the Business Support Hub meaning staff could cover all workloads.
- iv. It was asked whether there would be a headcount reduction. It was noted that at present, demand for support was growing. Mrs Cookson would be monitoring over the next few months whilst understanding staff roles. It was early days to say whether there could be a reduction. Mr Hemsley noted that in principle there was hope for a reduction, however work commitment on projects was needing resources.
- v. Mrs Wylie noted that there was currently a buddy system in progress, with staff learning from each other's roles, and starting to be able to cover for each other.
- vi. Managers were starting to be able to manage more as they were covering less admin tasks when their admin staff were on leave.
- vii. Mrs Cookson noted that recently a staff member had left, and normally the role would have gone to agency, but have now been able to find cover for the role within the Business Support Hub.
- viii. Mr Baines noted that officers from Peterborough had been recently used for the Planning and Licensing Committee which would have added expense. Mrs Wylie noted that an additional Governance Officer had now been recruited to help with the clerking of committees.
- ix. Mrs Wylie noted that morale within staff had gone up, now that the review itself was complete. Teams were happy with the variety of jobs they were getting, with more interesting work. There had also been positive feedback from managers.
- x. The Chair was pleased to have assurance that the principles and implementation of the review was clear-sighted and thorough.
- xi. Mrs Wylie noted that the 60% of the Corporate Support team that were on temporary contracts are now all permanent.
- xii. Mr Hemsley stated that more savings would be made now as more staff members were permanent, as the time taken for a staff members to settle in their role and retraining new staff cost the council in time and resources.

AGREED

That the Panel **NOTED** the report.

758 SCRUTINY PROGRAMME 2017/18 & REVIEW OF FORWARD PLAN

The Chair noted that the Local transport Plan had been postponed due to further work being done on the Local Plan in regards to St George's Barracks.

A report updating the Panel on the Oakham Town Task and Finish Group would be brought to all Growth, Infrastructure and Resources Scrutiny Panels in the next municipal year.

759 ANY OTHER URGENT BUSINESS

There was no other urgent business.

760 DATE AND PREVIEW OF NEXT MEETING

The date of the next meeting will be advised following Annual Council on 14 May 2018.

Items to include:

- Local Transport Plan
- Oakham Town Task and Finish Group Update

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Chairman closed the meeting at 7.40 pm.

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