

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

POLICY AND RESOURCES SCRUTINY COMMITTEE

8th March 2017

Report of the Head of Human Resources – Sheenagh Rees

MATTER FOR MONITORING

WARDS AFFECTED – ALL

**Human Resources and Learning, Training & Development Team
Report Card – Quarter 3 2016 / 2017**

Purpose of the Report

1. To provide Members of the Scrutiny Committee with information to assist them to scrutinise the performance of the Human Resources and Learning, Training and Development Teams.

Executive Summary

2. Human Resources and the Learning, Training and Development Teams made good progress in 2015 / 2016 and continued to do so in the priority areas during quarter 3 of 2016 / 2017.

Background

3. Following a self-evaluation of the Council's approach to performance management, the Council's corporate performance management framework was revised in 2014 to ensure there is a "golden thread" of accountability running through our organisation linking strategic activities to operational activities. The revised

framework was approved by Policy and Resources Cabinet Board on 27 March 2014. During the summer of 2015, the Wales Audit Office (WAO) undertook a follow up review and made a number of proposals for improvement relating to the Council's business planning and service report card arrangements. In relation to service report cards, the WAO proposed the need to strengthen the narrative evaluation and the link between priorities and actions.

4. To inform the improvement work required to address these proposals and to evaluate the quality of service report cards and the use of report cards within the scrutiny process, the Corporate Strategy Team undertook an evaluation of the service report cards reported to scrutiny committees during 2015 / 2016.
5. Following the internal evaluation of service report cards, Corporate Strategy Report Card Guidance for 2016 / 2017 was issued to all service areas during May 2016.
6. The two report cards attached as appendices have been developed in line with the issued guidance.

Financial impact

7. The performance described in the attached report cards is being delivered against a challenging financial backdrop.
8. The inclusion of financial information in the service report cards will support the identification of any impacts on service delivery / performance as a result of reductions in financial resources or risk of non-achievement of identified savings.

Equality impact assessment

9. This report is not subject to an Equality Impact Assessment.

Workforce impacts

10. The downsizing of services to meet the requirements of the FFP has, at times, had an impact on the work of the teams in terms of ensuring business as usual. In response to this, new and innovative working practices have been developed to ensure service delivery is maintained whilst reducing the workload burden

on team members, as well as ensuring there is a very clear focus on priorities.

Legal impacts

11. To support the discharge of the duty placed on the Council, as contained within the Local Government (Wales) Measure 2009, to make arrangements to secure continuous improvement in the exercise of its functions.

Risk Management

12. Failure to produce a Service Report Card can lead to non-compliance with the Performance Management Framework. Failure to have robust performance monitoring arrangements could result in poor performance going undetected.

Consultation

13. There is no requirement under the Constitution for external consultation on this item.

Recommendation

14. It is recommended that Members NOTE the performance of the Human Resources and Learning, Training & Development teams as contained within the attached service report cards.

Reasons for proposed decision

15. Matter for monitoring. No decision required.

Appendices

16. Appendix 1 – HR Service Report Card

Appendix 2 – Learning, Training & Development Team Service Report Card

List of Background Papers

The Neath Port Talbot Corporate Improvement Plan – 2016 / 2019 “Rising to the Challenge”.

HR Business Plan 2016 / 2017

Officer contact

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