

# Minutes



To: All Members of the Resources and Performance Cabinet Panel, Chief Executive, Chief Officers, All officers named for 'actions'  
From: Legal, Democratic & Statutory Services  
Ask for: Elaine Manzi  
Ext: 28062

## RESOURCES AND PERFORMANCE CABINET PANEL

FRIDAY 13 DECEMBER 2019 AT 2:00PM

### ATTENDANCE

#### MEMBERS OF THE PANEL

E H Buckmaster; F Button; H K Crofton; M A Eames-Petersen (*substituting for J Billing*); S K Jarvis (*substituting for P T Williams*); A J S Mitchell; R Sangster (*Chairman*); R H Smith; S J Taylor; R G Tindall (*substituting for T J Williams*); A D Williams; W J Wyatt-Lowe (*substituting for R C Deering (Vice-Chairman)*); P M Zukowskyj

#### OTHER MEMBERS IN ATTENDANCE

Upon consideration of the agenda for the Resources and Performance Cabinet Panel meeting 13 December 2019 at 2:00pm as circulated, copy annexed, conclusions were reached and are recorded below.

#### DECLARATION OF INTERESTS

#### PART I ('OPEN') BUSINESS

		ACTION
1.	<b>MINUTES</b>	
1.1	Members agreed to defer agreement of the minutes of 13 December 2019 at 9.30am to the next meeting of the Resources & Performance Cabinet Panel.	
2.	<b>PUBLIC PETITIONS</b>	
2.1	There were no public petitions.	

#### CHAIRMAN'S INITIALS

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3.	<p><b>TO CONSIDER THE FUTURE OF LAND AT FILBERT CLOSE, HATFIELD</b></p> <p>Officer Contact: Andrew Edwards, Senior Estates Officer (Tel 01992 556007)</p>	
3.1	<p>Members considered a report outlining the proposal for the future of two areas land at Filbert Close, Hatfield. Members noted that one area of land being considered was retained land, at the site of the former Hazelgrove School, and the other area was land in hand adjacent to the retained land at the site of the former Hazlegrove School.</p>	
3.2	<p>In response to Member challenge regarding the lack of information contained within the equalities assessment, whilst it was acknowledged that there should have been more detail contained within the assessment, assurance was given that whilst equalities matters did not directly affect the decision being required within the report, the expectation was that any development made on site would need to fully consider equalities matters.</p>	
3.3	<p>Further to a Member query, assurance was received that consideration had been made through its Strategic Asset Group as to whether the Council could use the land for its own use, for instance a residential building for Children in Care. Members were interested to learn that early indications were that the land would be used for social housing.</p>	
3.4	<p>During discussion it was agreed that for future reports regarding land disposal, more detailed information regarding the land disposal assessment, or a link to the full assessment should be included within the report, to enable Members to make a fully informed decision on the recommendations.</p>	Sass Pledger/presenting officers
3.5	<p>In response to a Member challenge as to why the plans contained within the report were outdated, it was confirmed that these were the ones contained in the smallholdings asset register.</p>	
3.6	<p><b><u>CONCLUSION</u></b>  Panel recommended that Cabinet to agree that Retained Land at the former Hazelgrove School, Filbert Close, Hatfield be declared surplus and that that land and Land in hand adjoining the former Hazelgrove School, Hatfield be disposed of, on terms to be settled under the delegated authority of the Director of Resources.</p>	

4.	<p><b>HERTFORDSHIRE COUNTY COUNCIL RESOURCES AND PERFORMANCE MONITOR</b>  <b>QUARTER 2 (Q2), 2019-20</b></p> <p>Officer Contact: Alex James, Head of Corporate Policy  (Tel: 01992 588259)</p>	
4.1	Members considered the Resources & Performance Performance Report for the second quarter of 2019/20 providing context and commentary on the key areas of Hertfordshire County Council Performance for the Resources and Performance portfolio.	
4.2	Further to a Member challenge it was agreed that consideration would be made to detailing the previous year's performance statistics, rather than just the previous quarters in future reports, to allow members to make a more informed comparative analysis of the information provided, particularly in areas affected by seasonal variation.	Alex James
4.3	Members noted the decline in income from the Hertfordshire Development Centre, and whilst acknowledging the increase in online learning, suggested that officers consult with prospective service users on suggested improvements to the centre that would attract more clients and encourage increased usage of the site.	Alex James
4.4	Further to discussion, assurance was received that officers used central government methodology to assess the amount of money saved through reported fraud referrals. It was confirmed that the amount saved was not included in overall savings projections.	
4.5	In response to a Member challenge regarding the increase in sickness absence through mental health issues, Members were pleased to learn that the Council had implemented a number of measures to support this including training for mental health first aiders, mental health training for Managers, Employee Assistance programme. It was confirmed that where a cluster of concerns were identified within a team, this was picked up through the team manager's yearly performance analysis.	
4.6	Members acknowledged the impending People Strategy implementation and noted that this would be scrutinised as part of the broader IP scrutiny.	
4.7	In response to cross party Member challenge, it was noted that staff were continually reminded about the importance of ensuring that their corporate online signature was updated.	
4.8	<b><u>CONCLUSION</u></b>	

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	<p>The Panel:</p> <ul style="list-style-type: none"> <li>a) Commented on the recommendations on any performance, project, contract and risk or audit matter outlined in this report.</li> <li>b) Identified further actions to address any performance concerns raised in the performance monitor</li> </ul>	
<b>5.</b>	<p><b>HERTFORDSHIRE COUNTY COUNCIL PERFORMANCE MONITOR –QUARTER 2 (Q2), 2019-20</b></p> <p>Officer Contact:  Alex James, Head of Corporate Policy  Martin Aust, Head of Intelligence, Improvement and Technology, Resources</p>	
5.1	<p>Members considered the corporate performance report for Quarter 2, 2019/20, providing context and commentary on key areas of Hertfordshire County Council’s Performance. Prior to Member discussion, the Panel received a presentation providing more detailed information on key areas of the report. This can be found here;</p> <p><a href="https://democracy.hertfordshire.gov.uk/ielistdocuments.aspx?cid=283&amp;mid=1837&amp;ver=4">https://democracy.hertfordshire.gov.uk/ielistdocuments.aspx?cid=283&amp;mid=1837&amp;ver=4</a></p>	
5.2	<p>In response to a Member query, officers agreed to investigate the concern that the performance statistic outlined at 7.1.2 of the report could be interpreted as encouraging less people to visit library buildings, but instead use online services.</p>	Alex James
5.3	<p>In response to a Member challenge officers agreed to investigate the relevance of having a performance measure for the successful completion of drug and alcohol treatment, given the 92.7% failure rate,</p>	Alex James
5.4	<p><b>CONCLUSION:</b>  The Panel:</p> <ul style="list-style-type: none"> <li>a) Commented on the recommendations on any performance, project, contract and risk or audit matter outlined in this report.</li> <li>b) Identified further actions to address any performance concerns raised in the performance monitor</li> </ul>	

<b>6.</b>	<b>VALUE FOR MONEY REVIEW: COMMUNICATIONS</b>  Officer Contact: Andrew Hadfield-Ames, Head of Communications (Tel: 01992 556446)	
6.1	Members received a report outlining details of the Communications Team, analysing its purpose and reviewing the department's value for money.	
6.2	Prior to discussion and debate, Members received a presentation providing more detailed in the report. This can be found here: <a href="https://democracy.hertfordshire.gov.uk/ieListDocuments.aspx?CId=283&amp;MId=1837&amp;Ver=4">https://democracy.hertfordshire.gov.uk/ieListDocuments.aspx?CId=283&amp;MId=1837&amp;Ver=4</a>	
6.3	Further to Member challenge, the Panel broadly agreed that the report and presentation only focused on the positive aspects of the team and provided minimal detail on value for money meaning the Panel were unable to full analyse the organisational impact and value for money of the team.	
6.4	The Panel stated that more detail should have been provided on the self-assessment undertaken by the team, as highlighted a 6.6 of the report.	
6.5	Further to discussion, it was established that the number of corporate communications staff within the team had reduced from 2.5 to 1 per directorate. It was noted that the multimedia team had the largest quantity of staffing.	
6.6	During discussion, Members were advised that the self-assessment had identified that one of the team's campaigns had not scored highly. Further to a Member request, it was agreed that officers would present a report to a future meeting of the Panel containing full details of the self-assessment along with details of which campaign had not scored highly.	Andrew Hadfield-Ames
6.7	In response to a Member comment, it was confirmed that contact had already commenced with District and Parish Councils and other stakeholders to ensure that they were kept updated with communications. It was noted that consideration should be made to strengthening this and using Members to assist with this where appropriate. It was confirmed that there were no copyright issues with regards to this.	Andrew Hadfield-Ames
6.8	Further to Member discussion, it was agreed that for future value for money assessments, officers would produce a template report for completion to ensure that presenting officers were able to guide	Alex James

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	as to the information and detail required by the panel.	
6.5	<p><b>CONCLUSION:</b>  The Panel :  Reflected and commented on the key performance information, including key case studies,  Noted the recent financial savings, national benchmarking data and incorporating additional responsibilities;  Discussed and feedback on the changing landscape for external and internal communications, against the key communication objectives;  Determined any further review and consideration at a later stage with a follow up paper to Panel.</p>	
7.	<p><b>INCREASED AGENCY SPEND – REASONS AND IMPACT</b></p> <p>Officer Contact: Sally Hopper, Assistant Director Human Resources (tel: 01992 555692)</p>	
7.1	Members received a report outlining the reasons for the increase in agency spend and the impact it was having on the organisation. The report was compiled further to a Member request from a query regarding the issue as discussed at a previous Panel.	
7.2	In response to a Member challenge, it was acknowledged that there were differing issues in recruiting social workers, educational psychologists, solicitors and planners. It was explained that the purpose of the paper was to provide an overview of issues and more detail on individual issues was available on request and could be brought to future panels if required.	All Members/Sally Hopper
7.3	The Panel discussed apprenticeship schemes and a suggestion that a strengthening in relationships with the Department for Education to promote an increase in apprenticeships was noted.	
7.4	Members broadly acknowledged the challenges in recruiting planners and noted that this was also an issue for District Councils.	
7.5	The Panel also noted the challenges associated with recruiting carer staff in Adult Care Services.	
7.6	Members were interested to learn that on balance, agency staff did not cost significantly more than full time staff, due to the contract arrangement between the Council and the agency, and that should an agency worker become a full time member of staff the transfer	

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	could be made at no additional cost to the Council after a qualifying period.	
7.12	<b>CONCLUSION:</b> Members noted the report.	

**QUENTIN BAKER  
CHIEF LEGAL OFFICER**

**CHAIRMAN** \_\_\_\_\_

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