



## Report of: Corporate Director of Resources

Meeting of:	Date:	Ward(s):
Policy and Performance (review of oversight and scrutiny of Human Resources functions) sub-committee	9 September 2020	N/A

Delete as appropriate	Exempt	Non-exempt
-----------------------	--------	------------

## SUBJECT: Scrutiny Initiation Document

### 1. Synopsis

- 1.1 At its meeting on 30 July, the Policy and Performance Scrutiny Committee resolved to establish a sub-committee to review the oversight and scrutiny of Human Resources functions.
- 1.2 This report sets out the sub-committee's Terms of Reference, agreed at the meeting of the Policy and Performance Scrutiny Committee on 30 July and proposes how the scrutiny review will be undertaken, in the Scrutiny Initiation Document, for approval by the sub-committee.

### 2. Recommendations

- 2.1 To note the Terms of Reference for the sub-committee, as agreed at the meeting of the Policy and Performance Scrutiny Committee on 30 July 2020, attached as Appendix 1.
- 2.2 To agree the Scrutiny Initiation Document, attached as Appendix 2.
- 2.3 To note the proposed timeline detailed in the Scrutiny Initiation Document.

### 3. Background

- 3.1 The oversight and scrutiny of Human Resources (HR) functions is currently complex, with a number of reports being considered by more than one committee. It is proposed that a review be undertaken to simplify and bring more clarity to arrangements for the future.

- 3.2 The proposed sub-committee will review and may propose amendments to the arrangements for overview and scrutiny of HR functions, including the current roles of the Policy and Performance Scrutiny Committee, Audit Committee and Personnel Sub-Committee.
- 3.3 Following conclusion of the review, the sub-committee will submit a report to the Policy and Performance Scrutiny Committee and if approved by the committee, a recommendation report will be submitted to the Executive.
- 3.4 Subject to approval by the Policy and Performance Scrutiny Committee and the Executive Member's response, if the sub-committee makes recommendations that require alterations to the Terms of Reference of any committee, these will take effect following an update of the Council's Constitution at a subsequent meeting of the Council.
- 3.5 The Policy and Performance Scrutiny Committee has two main roles:
- It is the council's statutory scrutiny committee and is therefore responsible considering matters relating to the financial position and performance of the council, holding the Executive to account, consideration of any called-in decisions and considering members call for action.
  - It is also the council's scrutiny review committee in relation to the Resources Dept and therefore may review and make recommendations in relation to the services within Resources.
- The Policy and Performance Scrutiny Committee therefore receives a number of reports which relate to HR functions.
- 3.6 In relation to HR functions, Audit Committee (the parent committee of Personnel Sub-Committee), has an overview of senior officer recruitment and the Terms of Reference of Personnel Sub-Committee include a number of HR related responsibilities, including health and safety of staff, termination payments and responsibility for the appointment of Service Directors, Corporate Directors and making recommendations to Council on the appointment of the Chief Executive.
- 3.7 Although there is separation in these areas of responsibility, in practice a number of reports are submitted to more than one committee and reports covering some of the responsibilities within the Personnel Sub Committee Terms of Reference have in the past been reviewed at both the Policy and Performance Scrutiny Committee and Audit Committee.

## **4. Implications**

### **4.1 Financial Implications:**

It is not anticipated there will be any financial implications arising from the outcomes of the review.

### **4.2 Legal Implications:**

If any recommendations arising from the review require amendment to the Constitution, they will not be implemented until the Constitution has been updated at a meeting of the Council.

### **4.3 Environmental Implications and contribution to achieving a net zero carbon Islington by 2030:**

There are no environmental implications arising from the proposed review.

#### 4.4 **Resident Impact Assessment:**

The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.

Following an initial review, it was concluded that the proposed review will not have any direct impacts on residents.

#### 5. **Conclusion**

- 5.1 Approval of the Scrutiny Initiation Document attached at Appendix 2 is sought to agree how the review into HR oversight and scrutiny will be conducted.

#### **Appendices**

- Appendix 1 – Policy and Performance (oversight and scrutiny of Human Resources functions) sub-committee Terms of Reference.
- Appendix 2 – Scrutiny Initiation Document.

#### **Signed by:**

Corporate Director Resources

Date

Report Author: Philippa Green, Head of Democratic Services and Governance  
Tel: 0207 527 3184  
Email: [Philippa.green@islington.gov.uk](mailto:Philippa.green@islington.gov.uk)

Financial Implications Author: Khogen Sutradhar  
Tel: 0207 527 2499  
Email: [Khogen.Sutradhar@islington.gov.uk](mailto:Khogen.Sutradhar@islington.gov.uk)

Legal Implications Author: Peter Fehler  
Tel: 0207 527 3126  
Email: [Peter.Fehler@islington.gov.uk](mailto:Peter.Fehler@islington.gov.uk)