

**POLICY DEVELOPMENT & REVIEW 2010/11: DRAFT FINAL REPORT**

**LINK TO WORK PROGRAMME: POLICY DEVELOPMENT & REVIEW**

**Report of the Chief Executive**

**1. Purpose of the report**

- 1.1 The report provides Members of the committee with the final draft report from the evidence gathered in relation to this year's policy review on learning at work.
- 1.2 The review report presents in detail the evidence, research and conclusions drawn throughout the review process and recommendations arising from this evidence gathering. Members are asked to give consideration to the final report and the recommendations of the policy review.
- 1.3 The review into smarter working has links to the Council's Strategic Priorities in particular around the prosperous city priority. The review also has clear links to Corporate Priorities on delivering customer focused services, being an efficient and effective Council and improving partnership working.

**2. Background**

- 2.1 At its meeting on 23<sup>rd</sup> June, 2010 following discussions regarding the work programme the Committee considered the possibility of a study into the Council's smarter working project.
- 2.2 The review came at an important time in light of the importance of the work being undertaken in relation to efficiency savings required by Councils across the country. The Committee has used its skills and expertise to stimulate engagement and dialogue to develop themes presented during their evidence gathering sessions.

**3. The Draft Final Report**

- 3.1 The draft final report on Smarter Working is attached as an appendix to this report and presents members with the facts and evidence that has been gathered throughout the review process. As part of the review process evidence was obtained from a number of witnesses and stakeholders.
- 3.2 The report is divided into a number of sections which provide the background information to the review, how the review was carried out and the findings and conclusions from the review process. The findings from the review reflect the following as follows:
  - What is Smarter Working?
  - Smarter Working – Facts and Figures
  - The Local Perspective

- Smarter Working – The Project
- Smarter Working – The Process
- Data and Records Management
- Risk Management Issues
- Smarter Working – Good Practice.

3.3 Members are asked to read the report and comment on the content with particular reference to the recommendations arising from the evidence gathered and presented in the report. Members may wish to amend the report for purposes of accuracy, clarity or relevance to ensure the report is a true reflection of the work undertaken.

#### **4. Conclusion**

4.1 The Management Scrutiny Committee are presented with a final draft copy of the policy review document for comment and amendment with the aim of producing a final report for presentation and approval by Cabinet.

#### **5. Recommendation**

5.1 That the Management Scrutiny Committee provide comments on the final draft report and that any agreed amendments are made.

5.2 That consideration is given to the recommendations contained in the final draft report.

5.3 That the agreed final report is presented to the Cabinet for approval at its June 2011 meeting.

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