

## Working Group Report to the Governance and Audit Committee.

Name of Working Group:	Governance and Audit HoWPS
Date of Meeting:	30 May 2023

### Brief Details of Matters considered at the meeting:

Jim Swabey - Professional Lead Consultancy for the Property Design Team provided an overview of the transition to and from HoWPS with a Q&A session

#### Questioning included:

Structure of the team within HoWPS and Kier and if any restrictions hindered the work carried out.

Reflections on what could have been done better and lessons learned.

Resources / capacity and the support received from Kier.

Expectations of carrying out additional work from external contracts.

Commercial skills needed to run HoWPS which were gained from Kier and brought back to PCC.

How the Consultancy Team became part of the specification/contract with Kier.

### Outcomes / Observations:

It was evident to the Working Group that the Consultancy Team were a late bolt on to the Repairs and Maintenance specification originally planned by PCC.

Cross working was difficult, and management was received from both HOWPS and Kier and staff felt confused on times.

### Future Actions / Items to be added to the Work Programme:

Phase 2 of the Working Group ToR will be worked through in future meetings.

### Recommendations to the Governance and Audit Committee:

Training and skills for both staff and Directors is vital to ensure a smooth transition

Conflicts of Interest – due to limited staffing it was difficult to separate roles and therefore conflicts of interest arose on many occasions.