

CONSTITUTION & DEMOCRATIC SERVICES COMMITTEE

Date of Meeting	Thursday 29 th September, 2022
Report Subject	Overview & Scrutiny Terms of Reference
Report Author	Head of Democratic Services
Type of Report	Operational

EXECUTIVE SUMMARY

The Council carried out a Committee review during 2019/20 which resulted in amendments to the Overview & Scrutiny Committee Structure. At the Annual Meeting of Council in 2020, these changes were confirmed, and this resulted in a reduction in the number of Committees to five, each comprising 12 elected Members. These are:

- Community, Housing & Assets;
- Corporate Resources;
- Education, Youth & Culture;
- Environment & Economy;
- Social & Health Care.

Since the 2019/20 review there have been a number of changes to Portfolio structures resulting in changes to service area titles. It was felt that a review of the Overview & Scrutiny Committee terms of reference should be carried out to ensure that they were up to date and better aligned to Portfolio service areas.

Proposed changes to the terms of reference are shown at Appendix 2.

RECOMMENDATIONS

1	That the Committee recommend to Council the proposed amendments to the Terms of Reference for each of the Overview & Scrutiny Committees
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REPORT DETAILS

1.00	THE COMMITTEE'S TERMS OF REFERENCE.
1.01	<p>The new Overview & Scrutiny Committee Structure was approved by Council on 27th February 2020. At the Annual Meeting on 9th September these changes were confirmed, and this resulted in a reduction in the number of Committees to five.</p> <p>The five Overview & Scrutiny committees are now:</p> <ul style="list-style-type: none">• Community, Housing & Assets;• Corporate Resources;• Education, Youth & Culture;• Environment & Economy;• Social & Healthcare.
1.02	<p>Since the 2019/20 review there have been a number of changes to service areas within Portfolio's resulting in changes to service area titles. It was felt that a review of the Overview & Scrutiny Committee terms of reference should be carried out to ensure that they were up to date and better aligned to Portfolio service areas.</p> <p>The titles of contributors to each of the Overview & Scrutiny Committees also needed to be amended to reflect the new Senior Officer and Cabinet Member titles.</p>
1.03	<p>A copy of the current terms of reference for each of the Overview & Scrutiny Committees is shown at Appendix 1, with the new proposed terms of reference shown at Appendix 2. This is to allow the Committee to easily identify the suggested changes.</p> <p>Amendments are shown in red text at Appendix 2.</p>
1.04	<p>The new proposed terms of reference were considered by each of the Overview & Scrutiny Committees at their meetings in July 2022, where specific changes were presented.</p> <p>In response to questions around matters that fell within the remit of one or more Overview and Scrutiny Committee, Members were advised that the decision as to which Overview and Scrutiny Committee will consider it will be resolved by the Constitution & Democratic services Committee, but that it would be possible for Members of both Committees to take part in consideration of a relevant report.</p> <p>Following consideration of the report, each Overview & Scrutiny Committee supported the proposed amendments to its terms of reference.</p>

2.00	RESOURCE IMPLICATIONS
2.01	Not applicable.

3.00	IMPACT ASSESSMENT AND RISK MANAGEMENT
3.01	Not applicable.

4.00	CONSULTATIONS REQUIRED/CARRIED OUT
4.01	The proposed amendments to the terms of reference were considered by each of the Overview & Scrutiny Committees during the July cycle of meetings.

5.00	APPENDICES
5.01	Appendix 1 – Current Overview & Scrutiny Committee Terms of Reference. Appendix 2 – Revised Overview & Scrutiny Committee Terms of Reference.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Report to the Constitution & Democratic Services Committee – 22 nd January 2020 and resultant minute. Report to Council 27 th February 2020 and resultant minute.

7.00	CONTACT OFFICER DETAILS
7.01	Contact Officer: Steven Goodrum, Democratic Services Manager Telephone: 01352 702320 E-mail: steven.goodrum@flintshire.gov.uk

8.00	GLOSSARY OF TERMS
8.01	No technical terms have been used.