

ORGANISATIONAL CHANGE OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Monday 2 nd November, 2015
Report Subject	The role of the committee in supporting Organisational Change
Report Author	Member Engagement Manager

EXECUTIVE SUMMARY

This report is to remind the committee of its terms of reference now that it has held several meetings and to provide assurance that whilst the way the committee operates may often be different from the other five functional Overview & Scrutiny Committees, it is still fulfilling its role within the Council's Constitution as an Overview & Scrutiny committee.

RECOMMENDATIONS

1	That the committee considers the content of the report, especially the emphasis on different ways of the committee working and handling information which is provided to it.
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REPORT DETAILS

1.00	<u>EXPLAINING THE ROLE OF THE COMMITTEE</u>
1.01	The creation of the Organisational Change Overview & Scrutiny Committee (OCO&SC) is the single greatest difference between the old Overview & Scrutiny committee structure and the current structure, which we adopted at the 2015 Annual Meeting.
1.02	<p>The terms of reference of the Organisational Change Overview & Scrutiny committee are as follows:</p> <p>To fulfil all of the functions of an Overview & Scrutiny committee as they relate to the services within Organisational Change and, in particular, but not limited to:</p> <p>Strategic</p> <p>Alternative delivery models (shared responsibility with Corporate Resources O&SC)</p> <p>Overview of the Organisational Design & Change programme (shared responsibility with Corporate Resources O&SC)</p> <p>Community Asset Transfer Programme</p> <p>Service Delivery</p> <p>Engineering Services Property and Design Consultancy Valuation and Estates Facilities Services Community Assets Clwyd Theatr Cymru Libraries, Culture and Heritage including archives and museums Leisure Services, including leisure and sports centres, swimming pools and recreational facilities/activities</p> <p>Performance, Improvement and Policy Development</p> <p>Performance and Improvement Plan Monitoring and Policy and Performance development within Organisational Change</p> <p>Main External Partner Organisations</p> <p>Arts Council for Wales.</p>
1.03	In terms of what Overview & Scrutiny committees do, this is covered by sections 6.02 and 6.03 of the Constitution, as follows:

6.02 **General role**

Within their terms of reference, Overview and Scrutiny Committees have the power to:

- i) Review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's or Cabinet's functions;
- ii) Make reports and/or recommendations to the full Council and/or the Cabinet; and/or any joint Committee.
- iii) Consider any matter affecting the Council area or its inhabitants; and
- iv) Exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the Cabinet.
- v) Promote high performance, efficiency and organisational change.

6.03 **Specific functions**

(a) **Policy development and review.** Overview and Scrutiny Committees may:

- i) support and assist the Council and the Cabinet in the development of its budget and policy framework by in-depth analysis of policy issues;
- ii) conduct research, community and other consultation in the analysis of policy issues and possible options;
- iii) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- iv) question members of the Cabinet and/or Committees and Chief Officers about their views on issues and proposals affecting the area; and
- v) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

(b) **Scrutiny.** Overview and Scrutiny Committees may:

- i) review and scrutinise the decisions made by and performance of the Cabinet and/or Committees and Council officers both in relation to individual decisions and over time;

	<ul style="list-style-type: none"> ii) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas; iii) question members of the Cabinet and/or Committees and chief officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects; iv) make recommendations to the Cabinet and/or appropriate Committee and/or Council arising from the outcome of the Scrutiny process; v) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Overview and Scrutiny Committee and local people about their activities and performance; and vi) question and gather evidence from any person (with their consent).
1.04	<p>The other five Overview & Scrutiny committees, with their obvious links to functional portfolios have an established way of working, which is based on a mixture of monitoring, assurance and comment reports, with the use, from time to time of task and finish groups to consider particular issues in greater depth These are functions from 6.03 (b), above.</p>
1.05	<p>Where the OCO&SC differs from its peers is that within this committee, there will be a greater need to work within the 'Policy development and review' remit of overview & scrutiny committees, as identified in 6.03(a) above, and in particular, to support and assist the Council and the cabinet in the development of its budget and policy framework by in-depth analysis of policy issues.</p>
1.06	<p>A good example of such a policy development issue is the report which was submitted to the 28th September meeting: <i>Alternative Delivery Model: Leisure, Libraries and Facility Management Services</i>. Within that <i>report</i>, the officers submitted details of the completed feasibility work for those services, including the preferred Alternative delivery Model (ADM) options, and shared the initial priorities for the business planning phase of the work.</p>
1.07	<p>However, involving the committee in the developmental stage of major work areas is something which we haven't tended to do in the past. This is a new committee and the new approaches which are being used – an alternative delivery model in itself- may require us to adopt new ways of working.</p>
1.08	<p>It is acknowledged that at the September meeting, the extent and type of the information which was submitted at the meeting was a cause for concern amongst some Members. We should have placed more of an</p>

	emphasis on explaining that we were not submitting details for in depth scrutiny, but as a means of showing the background work which was being put in. This can be addressed for future meetings, where presentation slides will be made available earlier, and certainly before the start of meetings.
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2.00	RESOURCE IMPLICATIONS
2.01	None specifically from this report, which is intended to provide information to Members and provide an opportunity to comment.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	The chair of the OCO&SC and the relevant chief officers have been consulted on this report.

4.00	RISK MANAGEMENT
4.01	No specific issues from this report, which is intended to provide information to Members and provide an opportunity to comment.

5.00	APPENDICES
5.01	None

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<ol style="list-style-type: none"> 1. <i>Report on the Overview & Scrutiny Structure to the Annual Meeting, 12th May 2015, together with the resultant minute.</i> 2. <i>Minutes of the Organisational Change Overview & Scrutiny committee, 28th September 2015.</i> <p> Contact Officer: Robert Robins, Member Engagement Manager Telephone: 01352 702320 E-mail: Robert_robins@flintshire.gov.uk </p>

7.00	GLOSSARY OF TERMS
7.01	<p>Alternative delivery models: operating models which are different from current or traditional methods of service delivery and which are responding to changed situations to sustain important services.</p> <p>OC O&SC: Organisational Change Overview & Scrutiny committee</p>