

Agenda Item 6 ES/012/11

Policy and Scrutiny Scoping Document

Committee	Executive Scrutiny Committee	
Topic	Transformation Programme Scrutiny Review New Ways of Working (NWoW)	Ref: ES-SCR-003(f)
Objective	<ol style="list-style-type: none"> 1. To understand the New Ways of Working initiative 2. To understand how the key risks of implementing New Ways of Working are being managed and monitored effectively 	
Reasons for undertaking review	<p>The Transformation Programme is the most ambitious programme of savings and change undertaken by the Council, with the potential to radically change the way the Council does its business, and the shape of public services in the County as a whole.</p> <p>The Transformation Programme has been undertaken by the Council in response to rising customer expectations against a backdrop of financial challenge. The Programme has two main areas of focus; for the Council to become more customer focused, and to drive out efficiency savings of £300 million by 2012/13.</p> <p>Due to the cross-cutting nature of the Transformation Programme, and the potential radical changes that are proposed, the Committee identified a number of areas that they wished to explore in further detail.</p>	

Method <ul style="list-style-type: none"> • <i>Initial briefing to define scope</i> • <i>Task & Finish Group</i> • <i>Commission</i> • <i>Full Committee</i> 	Full Committee
Membership <i>Only complete if Task and Finish Group or Commission</i>	Full Committee
Issues to be addressed	<p><u>New Ways of Working</u></p> <p>This project seeks to improve the utilisation of space, technology and time, with the potential to allow staff to work remotely. Staff feedback indicated unnecessary travel time and bureaucracy and the New Ways of Working initiative hoped to tackle these.</p> <ol style="list-style-type: none"> 1. What business cases or projects are underway to deliver NWoW? 2. The potential savings from NWoW are anticipated as £20 million. How will these savings be achieved? 3. What is the impact of the NWoW on the Council's property portfolio? 4. How much will the Council need to spend to deliver these savings, for example by introducing an Electronic Document and Records Management system, and integrating over 400 business systems and databases that are currently in use across Schools, Children and Families? 5. What are the key risks for the NWoW project and how are these being managed?
Sources of Evidence and witnesses	<p>Project sponsor of the New Ways of Working initiative, Jenny Owen,</p> <p>Cabinet Members</p>
Work Programme	<p>Agreement of scoping document at 30 November meeting</p> <p>New Ways of Working Project sponsor to be invited to attend 15 February meeting</p>
Indicators of Success	

<p>Meeting the CfPS Objectives</p> <ul style="list-style-type: none"> • <i>Critical Friend Challenge to Executive</i> • <i>Reflect Public voice and concerns</i> • <i>Own the scrutiny process</i> • <i>Impact on service delivery</i> 	<p>The Committee will be fulfilling its role as a Champion in the Council's Scrutiny Process.</p> <p>Action taken by the Committee to monitor the performance of the Transformation Programme will reflect upon both current service delivery and future improvements.</p> <p>The Committee will carry out its role as a critical friend to the Executive.</p>		
<p>Diversity and Equality <i>Diversity and Equality issues are to be considered and addressed.</i></p>	<p>The Transformation Programme will impact on the public, staff, Members and partners.</p> <p>What equality impact studies have been undertaken?</p>		
<p>Date agreed by the Committees</p>			
<p>Future Action</p>			
<p>Governance Officer</p>	<p>Hannah Cleary</p>		
<p>Service Lead Officer(s)</p>			