



**Special Children and Young People Policy and Performance Board**

**Wednesday, 26 November 2008 at 6.30 p.m.  
Civic Suite, Town Hall, Runcorn**



**Chief Executive**

**BOARD MEMBERSHIP**

<b>Councillor Mark Dennett (Chairman)</b>	<b>Labour</b>
<b>Councillor Margaret Horabin (Vice-Chairman)</b>	<b>Labour</b>
<b>Councillor Peter Browne</b>	<b>Conservative</b>
<b>Councillor Philip Drakeley</b>	<b>Conservative</b>
<b>Councillor Frank Fraser</b>	<b>Labour</b>
<b>Councillor Robert Gilligan</b>	<b>Labour</b>
<b>Councillor Trevor Higginson</b>	<b>Liberal Democrat</b>
<b>Councillor Joan Lowe</b>	<b>Labour</b>
<b>Councillor Stan Parker</b>	<b>Labour</b>
<b>Councillor Margaret Ratcliffe</b>	<b>Liberal Democrat</b>
<b>Councillor John Stockton</b>	<b>Labour</b>
<b>Mr Colin Chorley</b>	

*Please contact Lynn Derbyshire on 0151 471 7389 or e-mail [lynn.derbyshire@halton.gov.uk](mailto:lynn.derbyshire@halton.gov.uk) for further information.*

*The next meeting of the Board is on Monday, 5 January 2009*

**ITEMS TO BE DEALT WITH  
IN THE PRESENCE OF THE PRESS AND PUBLIC**

**Part I**

<b>Item No.</b>	<b>Page No.</b>
<b>1. DECLARATION OF INTEREST (INCLUDING PARTY WHIP DECLARATIONS)</b>	
Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda, no later than when that item is reached and, with personal and prejudicial interests (subject to certain exceptions in the Code of Conduct for Members), to leave the meeting prior to discussion and voting on the item.	
<b>2. STRATEGIES FOR PLANNING, MONITORING AND EVALUATING OUTCOMES</b>	<b>1 - 2</b>
<b>3. SERVICE PLANS 2009-12</b>	<b>3 - 4</b>

***In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.***

**REPORT TO:** Children & Young People Policy & Performance Board

**DATE:** 26<sup>th</sup> November 2008

**REPORTING OFFICER:** Strategic Director – Children & Young people

**SUBJECT:** Strategies for planning, monitoring and evaluating outcomes

### **1.0 PURPOSE OF THE REPORT**

To provide a framework for the Special PPB meeting

### **2.0 RECOMMENDATION: That**

- 2.1 That the Board considers progress to-date and the cycle of strategic processes; and
- 2.2 Considers their involvement in the planning, monitoring and evaluation cycle of priorities linked specifically to Service Plans

### **3.0 SUMMARY**

3.1 The purpose of this Special PPB is to consider and discuss with Members their involvement in the planning, monitoring and evaluation of the priorities for the Children and Young People Directorate (CYPD)

3.2 There are a variety of different processes in place to plan, monitor and evaluate progress against priorities. This includes the Annual Performance Assessment (APA) and the Joint Area Review (JAR). There are also systems in place to further develop priorities and these include Service Plans and the Children and Young People's Plan.

3.3 It is imperative that Members have ownership and are integral to the planning and evaluation cycle of documents such as Service Plans. By examining the processes and structures in operation further areas for Member involvement and participation will be developed.

### **4.0 FINANCIAL IMPLICATIONS**

None

### **5.0 OTHER IMPLICATIONS**

No other implications have been identified.

### **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

- 6.1 **Children and Young People in Halton**

Members have greater involvement in the planning cycle impacting on the CYPD

**6.2 Employment, Learning and Skills in Halton**

Not applicable

**6.3 A Healthy Halton**

Not applicable.

**6.4 A Safer Halton**

Not applicable.

**6.5 Halton's Urban Renewal**

Not applicable.

**7.0 RISK ANALYSIS**

None

**8.0 EQUALITY AND DIVERSITY ISSUES**

Progress towards priorities is central to reducing inequalities and ensuring the best outcomes for all children and young people in Halton with a particular focus on vulnerable groups.

**9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

None

**REPORT TO:** Children & Young People Policy and Performance Board

**DATE:** 26<sup>th</sup> November 2008

**REPORTING OFFICER:** Strategic Director Corporate and Policy

**SUBJECT:** Service Plans 2009–12

**WARDS:** Boroughwide

## **1.0 PURPOSE OF THE REPORT**

- 1.1 To offer an opportunity for Members to contribute to the development of Service Plans at the beginning of the planning process.

## **2.0 RECOMMENDED**

**That the Board indicates priority areas for service development or improvement over the next 3 years.**

## **3.0 SUPPORTING INFORMATION**

- 3.1 The 3-year departmental service plans are reviewed and rolled forward annually. The plans are developed in parallel with the budget. The process of developing service plans for 2009-2012 is just beginning. At this stage members are invited to identify a small number (3-5 perhaps) of areas for development or improvement that they would like to see built into those plans. Operational Directors will then develop draft plans which will be available for consideration by PPBs early in the New Year.
- 3.2 Plans can only be finalised once budget decisions have been confirmed in March.
- 3.3 To assist Members at this stage it is proposed that each Operational Director will give the Board a short presentation setting out the key issues and challenges for their service over the coming 3 years.

## **4.0 POLICY IMPLICATIONS**

- 4.1 The service plans form a key part of the Council's policy framework.

## **5.0 OTHER IMPLICATIONS**

- 5.1 Service plans will identify resource implications.

**6.0 RISK ANALYSIS**

6.1 Risks are assessed in service plans. This report mitigates the risk of Members not being involved in setting service objectives.

**7.0 EQUALITY AND DIVERSITY ISSUES**

7.1 Equality impact assessments of service plans are conducted and high priority actions will be included in the milestones.

**8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
2008 Service Planning Guidance	2 <sup>nd</sup> Floor Municipal Building	Rob MacKenzie 0151 471 7416