

REPORT: Environment and Urban Renewal Policy and Performance Board

DATE: 25 June 2014

REPORTING OFFICER: Strategic Director, Policy & Resources

SUBJECT: Policy & Performance Board Work Programme 2014/2015

WARDS: Boroughwide

1.0 PURPOSE OF REPORT

1.1 To consider possible topics for scrutiny as part of the 2014/15 work programme.

2.0 RECOMMENDED THAT:

- (1) Members of the Policy and Performance Board indicate target topic areas for potential scrutiny in 2014- 2015;**
- (2) Details of topic briefs be agreed by the Chair and Vice Chair of the PPB in conjunction with the Lead Officer for the Board; and**
- (3) Members confirm their support for the continuation of the Waste Management Working Party, with nominations to sit on it being invited.**

3.0 SUPPORTING INFORMATION

- 3.1 Each year the PPB has the opportunity to identify topics or work areas that it would like to scrutinise in detail as part of its work programme for the year.
- 3.2. Good practice, based on experience, suggests that 1 or 2 Topics are manageable, however the choice lies with the Board depending on its priorities and commitments. The process for scrutiny is that, following their adoption by this Board, the topics selected are worked up as detailed topic briefs and agreed with the Chair and Vice-Chair of the PPB in conjunction with the Lead Officer for this Board.
- 3.3 In considering which are good topics to include in the work programme Members will need to keep in mind the Overview and Scrutiny Guide/Toolkit. Guidance on Topic Selection is attached as an aide-memoire. In particular, the Board's attention is drawn to paragraphs 12, 13 and 14 which relate to added value, capacity and resources.
- 3.4 It should be remembered that much of the work of this PPB will be cross-cutting and will impact on or be of relevance to other PPBs.

3.5 It should also be noted that Performance Monitoring of the Reporting Departments (Policy, Planning & Transportation; Economy, Enterprise and Property; Prevention and Commissioning Services (Housing Strategy); and Community and Environment), will in any case be received by this PPB.

4.0 2013/14 Work Programme

4.1 At the meeting of this Board on 12th June 2013, due consideration was given to the time and resource commitments of establishing Topic Groups and it was therefore resolved that:

- Members support the continuation of the Waste Management Working Party as its work was likely to be ongoing; and that
- Members endorse the recommendation that the Cemeteries Working Group was no longer required at that time.

4.2 The Waste Management Topic Group did not find it necessary to submit a report to the Board during 2013/14. However, officers from the Waste and Environmental Improvement Division did submit a report to the Board recommending approval of a pilot scheme for the issuing of Fixed Penalty Notices (FPNs) for litter and dog control offences by a private enforcement company on behalf of the Council. The Board endorsed this proposal and it was later approved by the Executive Board. More detail on the scheme is given in the Annual Report being considered elsewhere on this agenda. The lead officer for the Waste Management Topic Group has confirmed that more work remains to be done and it is therefore recommended that Members support the continuation of this Group.

4.3 Members are also asked whether they would like to suggest other suitable areas for scrutiny during 2014/15 and the Board is, in turn, asked to discuss these in the context of existing workloads.

5.0 POLICY IMPLICATIONS

5.1 None at this stage.

6.0 OTHER IMPLICATIONS

6.1 None at this stage.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

There are none arising from this particular report.

7.2 Employment, Learning and Skills in Halton

There are none arising from this particular report.

7.3 A Healthy Halton

There are none arising from this particular report.

7.4 A Safer Halton

There are none arising from this particular report.

7.5 Halton's Urban Renewal

There are none arising from this particular report.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are none arising from this particular report.

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

9.1 There are no background papers within the meaning of the Act.

OVERVIEW AND SCRUTINY WORK PROGRAMME

Topic Selection Checklist

This checklist leads the user through a reasoning process to identify a) why a topic should be explored and b) whether it makes sense to examine it through the overview and scrutiny process. More “yeses” indicate a stronger case for selecting the Topic.

#	CRITERION	Yes/No
Why? Evidence for why a topic should be explored and included in the work programme		
1	Is the Topic directly aligned with and have significant implications for at least 1 of Halton’s 5 strategic priorities & related objectives/PIs, and/or a key central government priority?	
2	Does the Topic address an identified need or issue?	
3	Is there a high level of public interest or concern about the Topic e.g. apparent from consultation, complaints or the local press	
4	Has the Topic been identified through performance monitoring e.g. PIs indicating an area of poor performance with scope for improvement?	
5	Has the Topic been raised as an issue requiring further examination through a review, inspection or assessment, or by the auditor?	
6	Is the topic area likely to have a major impact on resources or be significantly affected by financial or other resource problems e.g. a pattern of major overspending or persisting staffing difficulties that could undermine performance?	
7	Has some recent development or change created a need to look at the Topic e.g. new Government guidance/legislation, or new research findings?	
8	Would there be significant risks to the organisation and the community as a result of <u>not</u> examining this topic.	
Whether? Reasons affecting whether it makes sense to examine an identified topic		
9	Scope for impact – is the Topic something the Council can actually influence, directly or via its partners? Can we make a difference?	
10	Outcomes – Are there clear improvement outcomes (not specific answers) in mind from examining the Topic and are they likely to be achievable?	
11	Cost: benefit – are the benefits of working on the Topic likely to outweigh the costs of doing so, making investment of time & effort worthwhile.	
12	Are PPBs the best way to add value in this Topic area? Can they make a distinctive contribution?	
13	Does the organisation have the capacity to progress this Topic? (e.g. is it related to other review or work peaks that would place an unacceptable load on a particular officer or team?)	
14	Can PPBs contribute meaningfully given the time available?	