

**REPORT:** Environment and Urban Renewal Policy and Performance Board

**DATE:** 24<sup>th</sup> June 2015

**REPORTING OFFICER:** Strategic Director, Policy & Resources

**SUBJECT:** Policy & Performance Board Work Programme 2015/2016

**WARDS:** Boroughwide

## **1.0 PURPOSE OF REPORT**

1.1 To consider possible topics for scrutiny as part of the 2015/16 work programme.

## **2.0 RECOMMENDED: That**

- (1) Members of the Policy and Performance Board indicate target topic areas for potential scrutiny in 2015- 2016.**
- (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.**
- (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.

### **3.6 2014/15 Work Programme**

3.7 At the meeting of this Board on 25<sup>th</sup> June 2014, 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.

3.8 At its meeting of 28<sup>th</sup> January 2015, the Board considered a report of the Strategic Director, Communities which advised Members that the Waste Management Working Party had undertaken a review of the Council's current Household Waste and Recycling Collections Policy. The report contained information on the alternate weekly bin collection scheme, comingled collection of recyclable materials, enforcement and charging for services. The Board endorsed the draft updated policy and recommended its adoption by the Executive Board.

3.9 In March 2015, the Board considered a presentation from the Divisional Manager, Waste and Environmental Improvement on the Council's garden waste collection service which highlighted that a charge for this service would be introduced from 1<sup>st</sup> June 2015.

### **3.10 2015/16 Work Programme**

3.11 Members are now asked to consider whether they would like the Waste Management Topic Group to continue.

3.12 It is also asked to consider whether it would like to suggest other suitable areas for scrutiny during 2015/16 and the Board is, in turn, asked to discuss these in the context of existing workloads. One possible suggestion is to review how the Council deals with the trees it is responsible for, but the Board may like to be specific about which particular aspects of this service are reviewed, if indeed it is, as the service has been reviewed in the past.

3.13 In the case of any Topic Groups that are agreed, Members are asked to nominate Members to Chair and sit on such Groups.

## **4.0 POLICY IMPLICATIONS**

4.1 None at this stage.

## **5.0 FINANCIAL IMPLICATIONS**

5.1 None at this stage.

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

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

There are none arising from this particular report.

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

There are none arising from this particular report.

### **6.3 A Healthy Halton**

There are none arising from this particular report.

### **6.4 A Safer Halton**

There are none arising from this particular report.

### **6.5 Halton's Urban Renewal**

There are none arising from this particular report.

## **7.0 RISK ANALYSIS**

7.1 There are no risks associated with this 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**

9.2 Reports to the Environment and Urban Renewal Policy and Performance Board on 28<sup>th</sup> January 2015 and 25<sup>th</sup> March 2015.

## 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
<b>Why? Evidence for why a topic should be explored and included in the work programme</b>		
1	Is the Topic <b>directly aligned with and have significant implications for at least 1 of Halton’s 5 strategic priorities &amp; related objectives/PIs, and/or a key central government priority?</b>	
2	Does the Topic <b>address an identified need</b> or issue?	
3	Is there a <b>high level of public interest or concern about the Topic</b> e.g. apparent from consultation, complaints or the local press	
4	Has the Topic been <b>identified through performance monitoring</b> e.g. PIs indicating an area of poor performance with scope for improvement?	
5	Has the Topic been <b>raised as an issue requiring further examination through a review, inspection or assessment, or by the auditor?</b>	
6	Is the topic area likely to have a <b>major impact on resources or be significantly affected by financial or other resource problems</b> e.g. a pattern of major overspending or persisting staffing difficulties that could undermine performance?	
7	Has some <b>recent development or change</b> created a need to look at the Topic e.g. new Government guidance/legislation, or new research findings?	
8	Would there be <b>significant risks</b> to the organisation and the community <b>as a result of <u>not</u> examining this topic.</b>	
<b>Whether? Reasons affecting whether it makes sense to examine an identified topic</b>		
9	<b>Scope for impact</b> – is the Topic something the Council can actually influence, directly or via its partners? Can we make a difference?	
10	<b>Outcomes</b> – Are there clear improvement outcomes (not specific answers) in mind from examining the Topic and are they likely to be achievable?	
11	<b>Cost: benefit</b> – are the benefits of working on the Topic likely to outweigh the costs of doing so, making investment of time & effort worthwhile.	
12	<b>Are PPBs the best way to add value</b> in this Topic area? Can they make a distinctive contribution?	
13	Does the organisation have the <b>capacity</b> 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 <b>time</b> available?	