

**REPORT TO:** Safer Policy & Performance Board

**DATE:** 11 March 2014

**REPORTING OFFICER:** Strategic Director - Communities

**PORTFOLIO:** Community Safety

**SUBJECT:** Safer Policy and Performance Board Work Programme  
2014/15 – Scrutiny Topic

**WARD(S)** Borough-wide

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

1.1 This report is the first step in identifying a scrutiny topic for the Board to examine during 2014/15.

### 2.0 **RECOMMENDATION: That the Board:**

- i) **Put forward and debate its initial suggestions for a Topic to be included in the Board's 2014/15 work programme;**
- ii) **Agree the Scrutiny Topic to be examined during 2014/15, with a view to an associated topic brief being developed and agreed at the next meeting of the Board.**

### 3.0 **SUPPORTING INFORMATION**

3.1 Whilst the Board ultimately determines its own Topics, suggestions for Topics to be considered may also come from a variety of other sources in addition to Members of the Board themselves. This may include members of the Council's Executive, other non-Executive Members, officers, the public, partner and other organisations, performance data and inspections.

3.2 Prior to determining the Board's preferred Topic, the PPB may wish to take soundings from relevant Executive Board portfolio holders and other key partners.

3.3 Policy and Performance Board input into the business planning process and the setting of priorities for the Directorate is an important part of this process. Key priorities for development or improvement in 2014 – 2017 were agreed by Members at the Safer PPB meeting on 12<sup>th</sup> November 2013. Members may feel they would want to select a topic during 2014/15 that supports one of these areas. The main priorities identified at that meeting were :-

- Reduce alcohol abuse and domestic violence;
- Safeguarding; and
- Consumer Protection.

4.0 **POLICY IMPLICATIONS**

4.1 The outcome from the Scrutiny Topic may result in the need to review associated policies.

5.0 **OTHER/FINANCIAL IMPLICATIONS**

5.1 The outcome from the Scrutiny Topic may result in recommendations which have financial or other implications and these will be considered as necessary.

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

6.1 **Children & Young People in Halton**

None identified.

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

None identified.

6.3 **A Healthy Halton**

None identified.

6.4 **A Safer Halton**

Any topic identified will support the Council's strategic priority of Improving safety.

6.5 **Environment and Regeneration in Halton**

None identified.

7.0 **RISK ANALYSIS**

7.1 No risks associated with this report have been identified.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 An Equality Impact Assessment is not required for this report.

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

9.1 None under 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 “yesses” indicate a stronger case for selecting the Topic.

#	CRITERION	Yes/No
<b><i>Why? Evidence for why a topic should be explored and included in the work programme</i></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 not examining this topic?</b>	
<b><i>Whether? Reasons affecting whether it makes sense to examine an identified topic</i></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, 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?	