

**REPORT TO:** Health Policy & Performance Board (HPPB)  
**DATE:** 10 January 2012  
**REPORTING OFFICER:** Strategic Director, Communities  
**PORTFOLIO:** Health and Adults  
**SUBJECT:** Health Policy and Performance Board Work Programme 2012/13  
**WARD(S)** Borough-wide

## 1.0 PURPOSE OF THE REPORT

1.1 This report is the first step in developing a work programme of Topics for the Board to examine during 2012/13.

## 2.0 RECOMMENDATION

**That Members of the Health Policy & Performance Board:**

- i) Put forward and debate its initial suggestions for Topics to be included in the Board's 2012/13 work programme.**
- ii) Develop and informally consult on a shortlist of its own 2012/13 Topic suggestions ahead of the Board's meeting on 6<sup>th</sup> March 2012, taking into account the Council's Topic selection criteria (Appendix 1).**
- iii) Decide at its meeting on 6<sup>th</sup> March 2012, a work programme of Topics to be examined in 2012/13.**

## 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 Topics, the PPB may wish to take soundings from relevant Executive Board portfolio holders, the Health & Well Being Board and other key partners.

3.3 In previous year's scrutiny topics have included :-

- 2011/12 - Autism
- Homelessness
- 2010/11 - Dignity
- 2009/10 - Review of Adaptations for Disabled People

#### 4.0 **POLICY IMPLICATIONS**

4.1 The outcomes from scrutiny topics may result in the need to review associated policies.

#### 5.0 **OTHER/FINANCIAL IMPLICATIONS**

5.1 The outcomes from the scrutiny topics 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**

Any topics identified will support the Council's strategic priority of Improving Health.

##### 6.4 **A Safer Halton**

None identified

##### 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**

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 “yeses” 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?	