



Policy and Performance - Coordinating Committee

Date:	Tuesday, 23 June 2015
Time:	6.00 pm
Venue:	Committee Room 1 - Wallasey Town Hall

Contact Officer: Shirley Hudspeth, Committee and Civic Services Manager
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AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. CODE OF CONDUCT - DECLARATIONS OF INTEREST RELEVANT AUTHORITIES (DISCLOSABLE PECUNIARY INTERESTS) REGULATIONS 2012, INCLUDING PARTY WHIP DECLARATIONS

Members are reminded of their responsibility to declare any disclosable pecuniary or and / or any other relevant interest which they have in any item of business on the agenda no later than when the item is reached.

Members are reminded that they should also declare whether they are subject to a party whip in connection with any item(s) to be considered at this meeting and, if so, to declare it and state the nature of the whipping arrangement.

3. MINUTES (Pages 1 - 8)

To confirm the Minutes of the meeting of the Committee held on 23 February 2015 as a correct record.

**4. NOTICE OF MOTION - 44 COUNCILLORS
(Pages 9 - 10)**

At the meeting of the Council held on 20 October 2014 (minute 57 refers), the attached Notice of Motion proposed by Councillor Jeff Green and seconded by Councillor Leah Fraser was referred by the Mayor to this Committee for consideration.

In accordance with Standing Order 7 (6), Councillor Green has been invited to attend the meeting in order for him to be given an opportunity to explain the Motion.

**5. POLICY AND PERFORMANCE MEETING PROCEDURAL RULES
(Pages 11 - 20)**

Report of the Strategic Director – Transformation and Resources.

**6. POLICY AND PERFORMANCE COMMITTEE REMITS
(Pages 21 - 28)**

Report of the Strategic Director – Transformation and Resources.

**7. CORPORATE PLAN PERFORMANCE - 2014/15 YEAR END OUT
TURN
(Pages 29 - 38)**

Report of the Strategic Director – Transformation and Resources.

**8. POLICY BRIEFING PAPER - JULY 2015
(Pages 39 - 84)**

Report of the Strategic Director – Transformation and Resources.

**9. WORK PROGRAMME/ROLE OF CO-ORDINATING COMMITTEE
REPORT
(Pages 85 - 92)**

Report of the Chair of the Policy and Performance Co-ordinating Committee.

**10. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR
(PART 1)**

11. EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC

The public may be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information.

RECOMMENDED:

That in accordance with section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by the relevant paragraphs of Part 1 of Schedule 12A (as amended) to that Act. The public interest test has been applied and favours exclusion.

12. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR (PART 2)

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POLICY AND PERFORMANCE CO-ORDINATING COMMITTEE

Monday, 23 February 2015

Present: Councillor M McLaughlin (Chair)

Councillors P Doughty J Williamson
P Brightmore A Hodson
A Leech T Anderson
C Muspratt W Clements
W Smith M Hornby
M Sullivan S Williams
KJ Williams P Gilchrist

41 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Ms H Shoebridge.

42 **CODE OF CONDUCT - DECLARATIONS OF INTEREST RELEVANT
AUTHORITIES (DISCLOSABLE PECUNIARY INTERESTS) REGULATIONS
2012, INCLUDING PARTY WHIP DECLARATIONS**

No declarations of interest were received.

43 **MINUTES**

RESOLVED:

**That the Minutes of the meetings of the Committee held on the following
dates be confirmed as a correct record:**

- **3 September 2014;**
- **18 September 2014;**
- **23 September 2014;**
- **2 October 2014;**
- **15 October 2014;**
- **12 November 2014; and**
- **12 February 2015.**

44 **CORPORATE PLAN PERFORMANCE MANAGEMENT REPORT 2014/15**

The Committee received a report by the Director of Public Health and Head of Policy and Performance which updated it on the current performance of the

Council against the delivery of the Corporate Plan (as at 30 November 2014). The report translated the priorities set out in the Corporate Plan into a coherent and measurable set of performance outcome measures and targets.

The Committee was aware that Corporate Plan performance was monitored on a monthly basis against the parameters agreed as part of the business planning process (e.g. RAG tolerance levels). Some indicators were only available on a quarterly basis, in line with the availability of data. Heads of Service responsible for the delivery of targets had to complete an exception report and delivery plan for all indicators which were under performing (e.g. red RAG rated indicators).

The Committee noted that monthly Corporate Plan Performance Reports were produced and made available to support corporate challenge via:

- Monthly DMTs
- Monthly Portfolio Lead briefings
- Quarterly Audit, Risk, Governance and Performance meetings
- Quarterly Policy and Performance Committees

Attached to the report was the Corporate Plan Performance Report as at 30 November 2014 (Appendix 1) which set out performance against 20 outcome measures. It was noted that of the twenty measures that were RAG rated, 16 were rated green, one was rated amber and three were rated red. The three measures rated red had action plans (including Appendices 2, 3 and 4) which referred to:

- NHS Health Checks – Take up.
- Rate of Children in Need (per 10,000 population 0-17).
- Performance Appraisals that had been completed.

Members asked a number of questions and where it was not possible to provide an answer at the meeting because no Officers from the Children and Young Peoples' Department were in attendance, it was agreed that Officers would be requested to provide all Members of the Committee with written answers. It was noted that:

- An Officer from the Children and Young Peoples' Department would provide the definition of a looked after child, the various categories when a service was required and what triggers this.
- The actual number of Children in Need in the Borough was currently not available, estimation had been provided but Members wanted to know when the definitive figure would be provided. An Officer from the Children and Young Peoples' Department would be requested to supply all Members of the Committee with this information.

- Take up of Health Checks could vary from quarter to quarter because GP Practises could spread their Health Check invitations to best suit themselves.
- There was an element of fatalism and attitudes to health that stopped people going for Health Checks. Going for a Health Check could mean that life styles would have to change.
- There was low up take of Health Checks in the deprived wards.
- The opportunity to undergo a Health Check was well publicised. There were videos and posters in community settings including GP Surgeries.
- Some GP Surgeries did not send out letters inviting patients to undergo Health Checks and it was considered that they should do this. The Head of Public Health agreed to look into this.
- The Council provided Public Health grants (letter sent and then take up – two stage payments) and the Head of Public Health agreed to provide the detail for all Members of the Committee. There were other incentives aimed at increasing the take up of Health Checks. The Head of Public Health agreed to provide all Members of the Committee with the detail of these.
- By 31 January 2015 the take up of Health Checks had in fact risen to 42% and the Head of Public Health was confident that the annual target would be met by 31 March 2015.

RESOLVED: That

- (1) the contents of the report be noted; and**
- (2) the written responses agreed as detailed above be made available to all Members of the Committee by the appropriate Council Officers.**

45 **FINANCIAL MONITORING REPORTS (MONTH 9) 2014/15**

The Chief Accountant introduced both the Revenue and Capital Monitoring Reports 2014/15 Month 9 (December 2014) which had already been considered by the Cabinet at its meeting on 10 February 2015.

Particular reference was made by a Member to a potential overspend of £2.77 million that had been forecasted at Month 9. This had been made up of £2.4 million slippage against current year savings and £0.4 million demand pressures. It was noted that the level of management actions required to contain budget issues was £3.0 million. Following implementation of the new care management system, financial data had been transferred and an in year reconciliation between old and new systems had been undertaken which would provide information to monitor future progress. At the request of the Member the Chief Accountant explained the reconciliation process in depth.

Reference was also made to savings that had not been delivered in year in Day Nursery provision. It was noted that this would be compensated for from savings within the service and use of the early learning reserve. A Member reminded the Committee that savings would be expected to be made next year and asked if Officers were confident that this could be achieved. The Chief Accountant informed that there was a risk that the savings would not be made. It was agreed that an Officer from the Children and Young Persons' Department would be required to address these issues and the Policy and Performance Families and Wellbeing Committee would also consider this matter in detail.

A Member referred to the timescales set for financial reporting, the delays in receiving the necessary information and the resulting implications. A Member considered that the Strategic Leadership Team should be requested to explain its financial monitoring system. The Chair informed that consideration would be given to that when the Work Programme was drawn up and agreed for the next Municipal Year and that the Chairs, Deputy Chairs and Spokespersons would have regard to this when they met to give initial consideration to the Committees' Work Programmes.

RESOLVED:

That the Cabinet Financial Monitoring Reports (Month 9) 2014/15 be noted.

46 **REVIEW OF THE FUTURE COUNCIL BUDGET OPTIONS SCRUTINY PROCESS**

The Chair introduced a report that documented the pre-decision scrutiny process undertaken to review the Chief Executive's budget options arising from the Future Council process during September/October 2014. Members were requested to review the approach taken and consider any learning points for scrutinising future budget proposals.

Early in 2014, the Council had developed the Future Council programme as the vehicle for driving forward this work. The programme had been designed to deliver the remodelling process to streamline the back office function as well as developing new proposals to achieve the forecast budget shortfall as set out in the Medium Term Financial Strategy.

The Committee noted that the Cabinet at its meeting 10 April 2014 had resolved:

'That this report and the engagement process for the Future Council Programme be referred as a priority for inclusion in the Work Programmes of each of the Policy and Performance Committees commencing in July 2014.'

The Committee was reminded that during the first cycle of Policy and Performance Committee meetings in 2014, a series of 'Position Papers' had been presented that had set out the principles for change and a series of outline themes for identifying savings. This had provided Members with the opportunity to comment on the framework and rationale for the emerging proposals.

It was reported that prior to the detailed proposals being published, the Chair of the Committee had convened a meeting of all Policy and Performance Committee Chairs, Deputy Chairs and Spokespersons with the aim of developing a consistent approach to scrutinising the budget options. This meeting had been held on 3 September 2014 and consideration had been given to a piece of work undertaken in the autumn of 2013 by the Policy and Performance Committee - Regeneration and Environment who had reviewed the previous years' budget options. This had been well received and had led to a number of recommendations including a scrutiny review into the Council's Car Parking Strategy, completed during 2014.

At the meeting referred to above Members had acknowledged the success of the approach adopted which had followed the standard task and finish format over a series of meetings with a final report being presented to the Committee. Consequently, it had been agreed that the format should be adopted for the Future Council budget options.

A briefing note had then been developed to this effect and presented to the second cycle of Policy and Performance Committee meetings. It had set out the following:

- A task and finish approach is adopted with the three Policy and Performance Committees setting up a scrutiny panel to review the options that fall under their remit.
- Each committee to determine the number of Members on its panel and the number of sessions required.
- The panel should have an initial scoping meeting once the budget options are published to agree which options they wish to scrutinise and who they want to speak to i.e. Council Officers / external advisors.
- The panel should determine the preferred days/times for the Q and A sessions i.e. full evidence day, or a number of workshop sessions.
- Cabinet leads should be invited to observe sessions.
- In line with all task and finish scrutiny work, notes will be taken and a report with recommendations will be taken back to full committee for discussion and approval.

Scoping meetings had then been convened and a series of detailed question and answer sessions scheduled with relevant Officers. A number of these

sessions had been accompanied by site visits to locations that would be impacted by the proposals. At the end of these sessions, a report had been prepared for each of the Policy and Performance Committees detailing the findings for each of the budget options scrutinised, with recommendations where they considered it appropriate.

The reports of the scrutiny review process had been considered during the third cycle of Committee meetings coinciding with the report on the outcome of the public and stakeholder consultation process. Both sources of information had been considered by the Committees as part of their final deliberations. The three reports and the subsequent minutes were then referred to the Cabinet for consideration at its meeting on 9 December 2014.

The Chair invited the Chair of each of the Policy and Performance Committees to report on the work that had been carried out by their Committees, the approaches taken, the topics scrutinised and the resulting outcomes, which they duly did.

It was noted that on the whole, through this process, Members had developed a good understanding of the topics scrutinised. The process adopted had been valuable, educational and informative. Each Chair was pleased with the quality of the work produced and that their comments and recommendations had been taken on board by the Cabinet and the electorate was aware of this. However, it was also noted that a lot of the work undertaken had been time intensive and there had been difficulties in getting Members involved because of other conflicting commitments.

The Committee was aware that more pre decision scrutiny could be carried out. It was its intention to take this into consideration when the Scrutiny Work Programme was drawn up for the 2015/16 Municipal Year.

RESOLVED:

That the reports on the Future Council Budget Options Scrutiny Process be noted.

47 **SCRUTINY WORK PROGRAMME**

A report by the Chair of the Committee updated Members on progress made in delivering and implementing the Scrutiny Work Programme and the wider Scrutiny Work Programme including the activities of the other three Policy and Performance Committees. Members were requested to consider the proposals for the Work Programme detailed in the report.

At the last ordinary meeting of the Committee held on 3 September 2014, a number of items had been considered for inclusion in the Committee's Work Programme including decision-making by Constituency Committees and

Cumulative Impact Policy. (Minute No. 21 refers.) Since then there had been six Special meetings held to deal with a number of decisions that had been subject to call-in. Due to this additional activity, there has been limited capacity to progress any of the proposed review items in the Work Programme and no task and finish work had been progressed.

A further item of work had been proposed for inclusion in the Committee's Work Programme. This was for Members to explore ways in which pre-decision scrutiny could be more widely promoted and channelled through the Policy and Performance Committees in support of the Council's on-going improvement agenda.

An updated Work Programme was included with the report as Appendix 1. It highlighted the additional meetings scheduled to deal with call-ins. It also detailed the potential review topics. Members were requested to consider initiating a task and finish group in relation to one of the potential review items highlighted.

The most up to date Work Programmes of the other three Policy and Performance Committees were attached to the report as Appendix 2 – 4. They followed the standard format setting out scheduled and potential review items, Officer reports and standard agenda items. In reviewing these Programmes, Members noted that the varying scope and levels of activity across the Committees was evident.

The Committee was asked to give consideration to its constitutional function to:

‘Determine the overall work programme of the Policy and Performance Committees, including ensuring there is an overall planned approach to in depth reviews.’

Also, included in the report was the progress made against the recommendations arising from the Individual Electoral Registration Scrutiny Review for Members' information.

The Chair reminded the Committee that it had rescheduled its meetings so that they were held last in each committee cycle and it was able to reflect on the work that had been carried out by the other three Policy and Performance Committees. She queried whether regular reports on performance were enough but at the same time accepted that because the work of the Committee had been dominated by reviewing key decisions that had been called in, there had been little time left to complete other work.

However, on a positive note, the Chair drew attention to Rochdale Council being put into 'special measures' and that it had been identified that it had a culture of no challenge. She informed that this was not something that Wirral

Council could be accused of, in the light of the number of Call-in meetings that had been held during this Municipal Year.

Members identified that more co-ordination was needed e.g. alcohol consumption and ill health.

The Chair referred to the wide remit of the Policy and Performance Committee – Families and Wellbeing and to concerns about it being able to adequately scrutinise it all. It was noted that some remodelling had been carried out in order to redress this but capacity was still an issue. The Panels established did receive regular reports on various different aspects of policy. Three major pieces of work had been scoped and another piece would be scoped soon. It was noted that the Spotlight Sessions had been successful and it was hoped that the Committee would carry out more pre decision scrutiny.

In respect of the Policy and Performance Committee – Transformation and Resources its Chair reported that, its Terms of Reference and resulting workload was considered manageable. The Committee had completed some interesting work and a further scoping meeting was scheduled for later in the week.

In respect of the Policy and Performance Committee – Regeneration and Environment the Chair reported that it had carried out more work on pre decision scrutiny last year. There were time constraints but there was more work that could be undertaken. It was difficult but it was recognised that the process was still evolving.

A Member asked for the definition of pre scrutiny.

A Member drew attention to the fact that so much of the Work Programme related to health matters and that some Councils now had a Committee that focused entirely on health overview and scrutiny. If the Council wanted to be more robust, perhaps it should consider doing the same.

RESOLVED:

That the contents of the report be noted.

44 COUNCILLORS

Proposed by Councillor Jeff Green

Seconded by Councillor Leah Fraser

Council notes the recent decision taken by Knowsley Council to begin consulting its residents over reducing the number of councillors from 63 to 45.

This Council believes that instead of presenting the public with petty, vindictive, rehashed and previously rejected budget options including:

- pulling the plug on school crossing patrols
- introducing car parking charges at Wirral's Country Parks
- not filling grit bins
- removing Council Tax over 70s discount
- closing public conveniences
- increasing fees and charges for football pitches, allotments, bowling greens, burials and cremations

The Leader of the Council should be consulting the public over reducing the number of councillors.

In the absence of the Leader of the Council's willingness to act Council requests the Boundary Commission for England commence an inquiry into the number of councillors, and the electoral cycle, in Wirral, on Council's wish to reduce the number of councillors to 44.

Council therefore instructs the Chief Executive to invite the Boundary Commission for England to meet with representatives of all parties represented on the Council and agree a timetable for the inquiry.

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WIRRAL COUNCIL

Coordinating Committee
23rd June 2015

SUBJECT:	Scrutiny Meeting Procedure Rules
WARD/S AFFECTED:	All
REPORT OF:	Strategic Director - Transformation & Resources
RESPONSIBLE PORTFOLIO HOLDER:	Cllr Ann McLachlan
KEY DECISION?	No

1.0 EXECUTIVE SUMMARY

- 1.1 This report sets out the refreshed meeting procedure rules under which formal meetings of the Policy and Performance Committees should be undertaken. Members are requested to consider the revised meeting procedure rules, highlight any questions and approve the updated procedure rules to be adopted for 2015/16.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 New arrangements for scrutiny were introduced in May 2013 with the establishment of four Policy and Performance Committees. The constitution determines that Coordinating Committee is responsible for the Overview and Scrutiny rules and operational protocols.
- 2.2 At its first regular meeting in July 2013, a set of meeting procedure rules was approved by Coordinating Committee. These have now been refreshed to ensure they are up to date and aligned with relevant parts of the constitution. The updated meeting procedure rules are included as Appendix 1.

3.0 RELEVANT RISKS

- 3.1 The revised meeting procedure rules mitigate the risk that Policy and Performance meetings do not have clear operating procedures.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 No other options have been considered

5.0 CONSULTATION

- 5.1 In line with Article 6 of the Council's constitution, the Policy and Performance Coordinating Committee will be responsible for determining the Overview and Scrutiny rules and operational protocols. Members of the coordinating committee are requested to consider the draft rules and advise any amendments.

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

6.1 There are none arising directly from this report.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 There are none arising directly from this report.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 There are none arising directly from this report.

9.0 LEGAL IMPLICATIONS

9.1 There are none arising directly from this report.

10.0 EQUALITIES IMPLICATIONS

10.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

This report refers to the procedures for conducting meetings and there is no direct relevance to equality.

11.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

11.1 There are none arising directly from this report.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 There are none arising directly from this report.

13.0 RECOMMENDATION/S

13.1 The Committee approves the procedure rules set out in appendix 1 of this report and the updated rules are circulated to the other Policy and Performance Committees.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 To provide effective rules of procedure for Policy and Performance Committees.

REPORT AUTHOR: Michael Callon (0151) 691 8379
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APPENDICES – N/A

BACKGROUND PAPERS/REFERENCE MATERIAL – N/A

SUBJECT HISTORY – N/A

Appendix 1 - Policy and Performance Committee Procedure Rules

1. The number and arrangements for Overview and Scrutiny Committees

The Council has established Overview and Scrutiny arrangements in accordance with the requirements of the Local Government Act 2000.

The Council will have four Policy and Performance Committees as set out in article 6 and will appoint to them as it considers appropriate from time to time. Such committees may appoint sub committees. The role of the Policy and Performance Committees is wide ranging and can relate to all the Council's functions and responsibilities and to external bodies.

The Council recognises that these arrangements are an important and integral part of its political structure not only in relation to calling the Cabinet to account but more importantly allowing all Members of the Council to participate in the development of the Council's policies, plans and strategies including the formulation of the Budget and the Policy and Planning Framework and to contribute to decision-making in the Council.

The role for the Council in scrutinising other public bodies such as the National Health Service is recognised and the Council's arrangements reflect these statutory responsibilities.

2. Membership of Policy and Performance Committees

All Councillors except for members of the Cabinet may be members of a Policy and Performance Committee. However, no member may be involved in scrutinising a decision with which he/she has been directly involved. A member of a Policy and Performance Committee may however be involved in scrutinising the recommendations of a working party, where he or she was involved in drawing up those recommendations.

The membership of the Policy and Performance Coordinating Committee shall include the Chairs and Vice Chairs of the other three Policy and Performance Committees.

3. Education Regulation Co-optees

The Coordinating Committee, Families and Wellbeing Policy and Performance Committee and any sub-committee dealing with education matters shall include in its membership the following co-optees:

- (a) One Church of England diocese representative
- (b) One Roman Catholic diocese representative
- (c) Two parent governor representatives

Where the Policy & Performance committee / sub-committee deals with other matters, these statutory consultees shall not vote on those matters, though they may stay in the meeting and speak.

4. Meetings of the Policy and Performance Committees

There shall be at least four ordinary meetings of each Policy and Performance Committee in each year plus further dedicated meetings to support the annual consultation and/or budget setting process where necessary. In addition, extraordinary meetings may be called from time to time as and when appropriate. Committee meetings may be called by the Chair (after consulting the Party Leaders or spokespersons before the date is determined), or by any three members of the committee.

5. Quorum

The quorum for a Policy and Performance Committee shall be set out in the Council Procedure Rules in Part 4 of the Constitution (Standing Order 29).

6. Policy and Performance Committees Chairs

The Chairs and Vice Chairs of Policy and Performance Committees will be appointed by Council, sub-committee Chairs will be drawn from among the members sitting on the sub-committee.

7. Work Programme

The Policy and Performance Coordinating Committee will be responsible for developing a single integrated overview and scrutiny work programme. The work programme will reflect the priorities of all four Policy and Performance Committees. In preparing the Work Programme, the Coordinating Committee will consult with other parts of the organisations where practically possible.

8. Agenda items

Any member of a Policy and Performance Committee or sub-committee, Cabinet Portfolio Holder or the Leader shall be entitled to notify the Chair that they wish an item falling within the remit of the committee be included on the agenda of the next available meeting of the Committee / sub-committee. On receipt of such a request, the Chair will ensure that it is included on the next available agenda.

The Policy and Performance Committee shall also respond, as soon as its work programme permits, to requests from the Council and, if it considers it appropriate, the Cabinet to review particular areas of Council activity. Where it does so, the Policy and Performance Committee shall report its findings and any recommendations back to the Cabinet and / or Council. The Council and / or Cabinet shall consider the report of the Policy and Performance Committee within two months of receiving it or the next available meeting should that not be possible.

9. Policy review and development

(a) The role of the Policy and Performance Committees in relation to the development of the Council's budget and policy framework is set out in detail in the Budget and Policy Framework Procedure Rules in Part 4 of the constitution.

(b) In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, Policy and Performance Committees or sub-

committees may make proposals to the Cabinet for developments in so far as they relate to matters within their terms of reference.

- (c) Policy and Performance Committees may hold inquiries and investigate the available options for future direction in policy development and may appoint advisers and assessors to assist them in this process. They may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations. They may ask witnesses to attend to address them on any matter under consideration and may pay to any advisers, assessors and witnesses a reasonable fee and expenses for doing so.

10. Reports from Policy and Performance Committees

- (a) Once it has formed recommendations on proposals for development, the Policy and Performance Committees will prepare a written report for submission to Cabinet (if the proposals are consistent with the existing budget and policy framework), or to the Council (if the recommendation would require a departure from or change to the agreed budget and policy framework).
- (b) The Council or Cabinet shall consider the report of the Policy and Performance Committee within two months or the next available meeting should that not be possible.

11. Making sure reports are considered by the Cabinet

The agenda for meetings of the Cabinet will, where appropriate, include an item entitled 'Issues arising from Policy and Performance Committees'. The reports of Policy and Performance Committees referred to the Cabinet shall be included in that point in the agenda (unless they have been considered in the context of the deliberations on a substantive item on the agenda) within two months of the Policy and Performance committee completing its report/recommendations or the next available meeting should that not be possible.

12. Rights of Policy and Performance Committee members to documents

- (a) In addition to their rights as Councillors, members of Policy and Performance Committees have the additional right to documents, and to notice of meetings as set out in the Access to Information Procedure Rules in Part 4 of the Constitution.
- (b) Nothing in this paragraph prevents more detailed liaison between the Cabinet and Policy and Performance Committees as appropriate depending on the particular matter under consideration.

13. Members and officers giving account

- (a) Any Policy and Performance Committee or sub-committee may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions. As well as reviewing documentation, in fulfilling the scrutiny role, it may require any member of the Cabinet, the Head of Paid Service and/or any officer to attend before it to explain in relation to matters within its remit:-
 - i. any particular decision or series of decisions;

- ii. the extent to which the actions taken implement Council policy; and / or
- iii. their performance

and it is the duty of those persons to attend if so required.

- (b) Where any member or officer is required to attend a Policy and Performance Committee under this provision, the Chair of that committee will inform the Head of Legal and Democratic Services who will inform the member or officer giving at least three working days notice of the meeting at which they are required to attend. This notice will state the nature of the item on which they are required to attend to give account and whether any papers are required to be produced for the committee. Where the account to be given to the committee will require the production of a report, then the member or officer concerned will be given sufficient notice to allow for preparation of that documentation.
- (c) Where in exceptional circumstances, the member or officer is unable to attend on the required date, the Policy and Performance Committee shall in consultation with the member or officer arrange an alternative date for attendance to take place within a maximum of fifteen working days from the original request.

14. Attendance by others

A Policy and Performance Committee may invite people other than those people referred to in paragraph 14 above to address it, discuss issues of local concern and / or answer questions. It may for example wish to hear from members and officers in other local public sector organisations, or from residents or other stakeholders and shall invite such people to attend.

15. Call-in

- (a) When a decision is taken by Cabinet, committee of the Cabinet or individual Cabinet member (other than one referred to the Council or which is certified urgent by a unanimous decision of the Cabinet – see paragraph 17 below) and notified to all members of the Council (by electronic and / or other means), any six members of the Council, may by notice in writing submitted to the Chief Executive within five working days of such notification require that the decision be not implemented and be referred to the Policy and Performance Coordinating Committee for scrutiny within a further fifteen working days from receipt of the notice.

Any such notice must specify:

- i. the decision in question,
- ii. detailed reasons for the call-in,

and be signed by the members concerned.

- (b) All requests to Call in a decision must be submitted directly to the Chief Executive. The Chief Executive will liaise with the Member listed first on the call-in schedule, to ensure there is sufficient information provided to enable the call in to proceed. As long as there is a clear reason given, the call-in should be allowed.

- (c) The Chief Executive will notify the decision-taker of the call-in and shall then call a meeting of the Coordinating Committee on a suitable date in consultation with the Coordinating Committee Chair within 15 working days of the decision to call in. The relevant Senior Officer and all members will be notified of a call-in immediately and no action will be taken to implement the decision until the call-in procedure has been completed.
- (d) The Chair will consider all proposed witnesses to be relied upon in relation to the call in. The Chair shall confirm his or her agreement to the proposed witnesses, having regard to details provided by the lead signatory as to the nature of the evidence and information each witness will provide. Should the Chair not agree to a proposed witness being called, he/she will not be invited to attend and address the committee. The Chair may accept written documentary evidence where appropriate.
- (e) When a matter is referred to the Coordinating Committee, the Chair may require the presence of the relevant Cabinet member and any Council officer to answer questions on that matter and may require the production of appropriate documents or reports in the custody of the Council or may call for additional reports.
- (f) Having considered the decision, the Coordinating Committee may:-
 - i. Refer it back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns or;
 - ii. Refer the matter to full Council. Such a referral should only be made where the Coordinating Committee believes that the decision is outside the policy framework or contrary to or not wholly in accordance with the budget. The procedures set out in those rules must be followed prior to any such referral.
 - iii. Uphold the decision. (This means that the decision can be implemented with immediate effect).
- (g) In considering any matter called-in the Coordinating Committee shall follow the process set out in annex 1 and will have due regard to the Call In Guidelines that have been produced to support consistency in the call-in process. The Chair of the Coordinating Committee may, from time-to-time, amend the process and guidelines as appropriate.

16. Call-in and urgency

- (a) The call-in procedure set out above shall not apply where the decision being taken by the Council is urgent. A decision will be urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the Public's interest. The record of the decision and the notice by which it is made public shall state whether, in the opinion of the decision making person or body, the decision is an urgent one, and therefore not subject to call-in. The Chief Executive must agree both that the decision proposed is reasonable in all circumstances and to it being treated as a matter of urgency. Decisions taken as a matter of urgency must be reported to the next available meeting of the Council, together with the reasons for urgency.
- (b) The operating of the provision relating to call-in and urgency shall be monitored annually, and a report submitted to Council with proposals for review if necessary.

17. Referral from Council of Notices of Motion

Council Standing Order 7 enables Notices of Motion to be referred to a Policy and Performance Committee. Under those circumstances:

- a) A member of the Council who has moved a motion which has been referred to any committee shall be given notice of the meeting at which it is to be considered. The member shall have the right to attend the meeting and an opportunity of explaining the motion.
- b) During the Policy and Performance Committee meeting:
 - i. The proposer will be invited to put the case for the Notice of Motion
 - ii. Committee will debate the proposal
 - iii. An outcome will be agreed to either endorse the proposal, reject the proposal or amend the proposal
- c) The Policy and Performance Committee shall report back to Council which will debate the report or the recommendation of the Committee.

18. The party whip

When considering any matter in respect of which a member of a Policy and Performance Committee is subject to a party whip, the member must declare the existence of the whip and the nature of it before the Policy and Performance Committee's consideration of the matter. The declaration and detail of the whipping arrangement shall be recorded in the minutes of the meeting.

19. Procedure at Policy and Performance Committee meetings

- (c) Policy and Performance Committees and sub-committees shall consider the following business:-
 - i. declarations of interest (including Party Whip declarations);
 - ii. minutes of the previous meeting(s);
 - iii. response of the Cabinet to reports of the Policy and Performance Committee;
 - iv. the business otherwise set out on the agenda for the meeting.

In the case of the Coordinating Committee, an additional item shall be included to cover the issue of call-ins.

- (d) Where the Policy and Performance Committees conduct investigations (e.g. with a view to policy development), the committees may also ask people to attend to give evidence at meetings which are to be conducted in accordance with the following principles:-
 - i. that the investigation be conducted fairly and all members of the committee be given the opportunity to ask questions of attendees, and to contribute and speak;
 - ii. that those assisting the committee by giving evidence be treated with respect and courtesy; and

- iii. that the investigation be conducted so as to maximise the efficiency of the investigation or analysis.

20. Matters within the remit of more than one Policy and Performance Committee

Where a matter for consideration by a Policy and Performance Committee falls within the remit of more than one Policy and Performance Committee, the decision as to which Committee will be responsible for the matter will be resolved by the Coordinating Committee.

ANNEX 1 CALL IN PROCEDURE

Chair's opening remarks (5 minutes)

The Chair will open the special Committee meeting convened to consider the call in and set out the procedure as follows:

Explanation of the call in by the lead signatory (5 minutes)

The Chair will invite the lead signatory to set out the reasons for the call in. Members of the Committee will be invited to ask the lead signatory questions.

Overview and explanation of the decision taken by the relevant Cabinet Member (5 minutes)

The Chair will invite the Cabinet Member to explain the reasons for the decision. Members of the Committee will be invited to ask the Cabinet Member questions.

Evidence from call in witnesses

The Chair will invite the following witnesses to come forward. Witnesses may read out a written statement (not to exceed 5 minutes) if they wish, prior to questions from Members of the Committee.

(Running order of witnesses)

Evidence from decision-taker's witnesses

The Chair will invite the following witnesses to come forward. Witnesses may read out a written statement if they wish (not to exceed 5 minutes), prior to questions from Members of the Committee.

Summary of the lead signatory (5 minutes)

The Chair will invite the lead signatory to summarise the key points of evidence given in support of their case.

Summary of the decision-taker (5 minutes)

The Chair will invite the decision-taker to summarise the key points of evidence given in support of the initial decision.

Committee Debate

The Chair will invite comments, observations and discussion from members of the Committee.

Committee Decision

The Committee having considered the evidence and debate may:-

- Refer the decision back to the Cabinet Member setting out in writing the nature of its concerns.
- Refer the matter to the Council. Such a referral should only be made where the Coordinating Committee believes that the decision is outside the policy framework or contrary to or not wholly in accordance with the budget. The procedures set out in those rules must be followed prior to any such referral.
- Uphold the decision - If the Coordinating Committee agrees with the initial decision the relevant Senior Officer may implement it without delay.

WIRRAL COUNCIL

Coordinating Committee
23rd June 2015

SUBJECT:	Policy & Performance Committee Remits
WARD/S AFFECTED:	All
REPORT OF:	Strategic Director - Transformation & Resources
RESPONSIBLE PORTFOLIO HOLDER:	Cllr Ann McLachlan
KEY DECISION?	No

1.0 EXECUTIVE SUMMARY

1.1 This report reviews the roles of the Policy and Performance Committees and proposes a number of updates to their remits to reflect organisational restructuring over the last year and in line with the statutory requirements for Overview and Scrutiny. Coordinating Committee is requested to endorse these changes with a view to referring them, where necessary, to Council for approval.

2.0 BACKGROUND AND KEY ISSUES

2.1 Overall there are four Policy and Performance Committees. Three of these are aligned to the Council's Strategic Directorates. The Constitution determines that the Coordinating Committee is responsible for:

- a. Determining the Overview and Scrutiny Rules and operational protocols set out in Part 4 insofar as they have not otherwise been determined by statute or reserved to the Council.
- b. Determining the overall work programme of the Policy and Performance Committees, including ensuring there is an overall planned approach to in-depth reviews generated by the 3 committees.
- c. Allocating responsibilities to the Policy and Performance Committees where there is ambiguity or a matter is the concern of more than one committee.
- d. Considering any matter affecting the area or its inhabitants including matters referred by constituency committees and councillor calls for action, and exercises the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet.
- e. Approving an overview and scrutiny forward work programme, including the programme of any sub-committees it appoints so as to ensure that committees' and sub-committees' time is effectively and efficiently utilised.

- 2.2 In order to effectively scrutinise Council services, the remits of the committees are aligned with the organisational structure. These remits were first reported to Coordinating Committee on 3 July 2013. At that time, a small amount of service activity reported directly to the Chief Executive and these areas of Council business were aligned to the Coordinating Committee.
- 2.3 Since then, the Council has been through a number of organisational restructures and it is appropriate to refresh the committee remits to reflect this. The revised committee remits are set out in Appendix 1. Under this approach, all service activity is now aligned to one of the three Strategic Directorate Policy & Performance Committees. This frees up the Coordinating Committee to fulfil its constitutional role as set out in 2.2 above, deal with call-ins and pick up any Council-wide business or activity that does not clearly align with one of the other committees.

Additional Scrutiny Responsibilities

- 2.4 As well as the statutory duty to undertake overview and scrutiny under the strong leader model, there are three additional areas for which the Council's scrutiny function has a statutory responsibility for undertaking scrutiny as follows:
- Health Scrutiny
 - Crime & Safety Partnership Scrutiny
 - Flood Risk Scrutiny
- 2.5 It is proposed these statutory scrutiny responsibilities are allocated to the Committee with the best fit, in line with the remits set out in Appendix 1. This is summarised in the table below:

Statutory Scrutiny Requirement	Policy & Performance Committee
Health Provision	Families & Wellbeing Committee
Crime & Safety Partnership	Transformation & Resources Committee
Flood Risk	Regeneration & Environment Committee

3.0 RELEVANT RISKS

- 3.1 There are none arising directly from this report.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 No other options have been considered

5.0 CONSULTATION

- 5.1 In line with Article 6 of the Council's constitution, the Policy and Performance Coordinating Committee is responsible for 'allocating responsibilities to the Policy and Performance Committees where there is ambiguity or a matter is the concern of more than one committee'. As such, Members of the Coordinating

Committee are requested to consider the proposed committee remits and advise any amendments.

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

6.1 There are none arising directly from this report.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 There are none arising directly from this report.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 There are none arising directly from this report.

9.0 LEGAL IMPLICATIONS

9.1 There are none arising directly from this report.

10.0 EQUALITIES IMPLICATIONS

10.1 Has the potential impact of your proposal(s) been reviewed with regard to equality? No, this report refers to the remits of the Policy and Performance Committees and there is no direct relevance to equality.

11.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

11.1 There are none arising directly from this report.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 There are none arising directly from this report.

13.0 RECOMMENDATION/S

13.1 The Committee endorses the remits as proposed in Appendix 1.

13.2 The Committee refers the statutory scrutiny responsibilities for approval by Council as set out in paragraph 2.5 above.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 To set out clearly the different remit and scope of the Policy and Performance Committees.

REPORT AUTHOR: Michael Callon (0151) 691 8379
michaelcallon@wirral.gov.uk

APPENDICES – N/A

BACKGROUND PAPERS/REFERENCE MATERIAL – N/A

SUBJECT HISTORY – N/A

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APPENDIX 1

Families and Wellbeing Committee Remit

Children & Young People			Adult Social Services				
Schools Commissioning	Targeted Services	Specialist Services	Transformation	Delivery	Joint Safeguarding	Public Health	Leisure Services
<ul style="list-style-type: none"> • School admissions / appeals / statutory functions / transport • 14-19 and participation • Services for Children with Disabilities / SEN • School Traded Services (Joint arrangement with Cheshire West and Cheshire Council) 	<ul style="list-style-type: none"> • Early Intervention / Targeted Family Support • Sure Start / Children's Centres • Youth & Play • School Improvement & Intervention • Troubled Families • Youth Offending • School Attendance Management • Wirral Lifelong Learning & Family Service • Children's Trust, Partnerships & Commissioning 	<ul style="list-style-type: none"> • Children's Social Work Services • Fostering Service • Adoption & Permanence Service • Pathway Service • Looked after children's education service • Children in Care Council & children's involvement 	<ul style="list-style-type: none"> • Transforming Social Care • Integrated Commissioning • Standards & Planning • Professional Leadership • Care Governance • Independent Reviews 	<ul style="list-style-type: none"> • Developing & Delivering Community Services • Locality Social Care Teams • Integrated Health Provision • Personalised Support Services • Integrated Disability Service • Day Services Trading Company • Rehabilitation and hospital; discharge services • Mental health services • Directly provided respite services 	<ul style="list-style-type: none"> • QA & Independent Reviewing Officers • Family Group Conference • Complaints • Social Work Reform / Employer Standards 	<ul style="list-style-type: none"> • Statutory Director of Public Health • Health Improvement • Health Protection • Strategic Commissioning Development • Business Intelligence & Research 	<ul style="list-style-type: none"> • Leisure Centres • Wirral Tennis Centre • Beach Lifeguard Service • West Kirby Marine Lake • Golf courses • Sports development

Regeneration and Environment Committee Remit

Housing	Environment & Regulation	Regeneration	Investment	Tourism
<ul style="list-style-type: none"> • Strategic Housing Services • Supported Housing and Homelessness 	<ul style="list-style-type: none"> • Waste & Environment • Parks & Countryside • Highways Management • Traffic & Transportation • Trading Standards • Environmental Health • Business Support 	<ul style="list-style-type: none"> • Town Centres • Building Control and Land Charges • Cultural Services • Development Management • Economic Projects • Forward Planning 	<ul style="list-style-type: none"> • Invest Wirral • Business and Investment Strategy • Business Support • Local Enterprise Partnership 	

Transformation and Resources Committee Remit

Asset Management	HR & Organisational Development	Business Processes	Resources & Financial Services	Legal & Member Services	Policy & Strategy	Health, Safety & Resilience	Neighbourhoods & Engagement
<ul style="list-style-type: none"> • Council Buildings Operational and Administrative • Estate Management • Property Maintenance 	<ul style="list-style-type: none"> • HR / Payroll • Organisation Development 	<ul style="list-style-type: none"> • Revenue / Benefits • Libraries / One Stop Shops • Customer Services • Transaction Centre 	<ul style="list-style-type: none"> • Financial Advice • Financial Management (including Treasury Management) • Audit • Procurement • Information Technology Services 	<ul style="list-style-type: none"> • Legal and Member Services • Registration • Freedom of Information • Records Management & Archives • Complaints 	<ul style="list-style-type: none"> • Corporate Policy • Corporate Performance • Strategic Partnerships • Scrutiny 	<ul style="list-style-type: none"> • Emergency Planning • Corporate Health & Safety • Community Safety • Anti-Social Behaviour 	<ul style="list-style-type: none"> • Community Cohesion & Engagement • Equality & Diversity • Communications, Marketing, Press & PR • Voluntary Sector / Compact • Neighbourhoods • Area Planning / Area Public Service Boards

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WIRRAL COUNCIL

COORDINATING COMMITTEE

23 JUNE 2015

SUBJECT:	CORPORATE PLAN PERFORMANCE MANAGEMENT REPORT
WARD/S AFFECTED:	ALL
REPORT OF:	STRATEGIC DIRECTOR OF TRANSFORMATION & RESOURCES
RESPONSIBLE PORTFOLIO HOLDER:	CLLR ANN MCLACHLAN
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

1.1 This report sets out the current performance of the Council against the delivery of the Corporate Plan as at Year End 2014/15. Members are requested to consider the details of the report and highlight any issues.

2.0 BACKGROUND AND KEY ISSUES

2.1 Performance of the Corporate Plan is regularly monitored against the targets set at the start of the year. Red, amber and green (RAG) ratings are assigned depending on the performance level against those targets. For indicators rated red, the responsible officer is required to complete an exception report and highlight what corrective actions will be put in place.

2.2 The Corporate Plan Performance Report (Appendix 1) sets out the final year position against 20 outcome measures from across the Council. 14 (70%) of the measures are rated green, 4 (20%) are rated amber and 2 (10%) are rated red. For the 2 measures rated red, action plans are provided and included as follows:

- Performance appraisals completed – Appendix 2.
- Sickness Absence: The number of working days / shifts lost due to sickness (cumulative) – Appendix 3.

2.3 The refreshed Corporate Plan for 2015/16 was agreed by Council on 8 December 2014. This is the final year of a three year planning cycle. The first quarter performance against this will be reported in September.

2.4 Work is under way to re-shape the Council's business planning framework for the next planning cycle from 2016 onwards. A new Council Plan will be taken to Policy Council in July and the performance reporting that underpins this will be developed later in the year. This will involve a significant change towards performance reporting against a range of agreed priority outcomes.

3.0 RELEVANT RISKS

3.1 The performance management framework is aligned to the Council's risk management strategy and has been considered as part of the Directorate planning process.

4.0 OTHER OPTIONS CONSIDERED

4.1 N/A

5.0 CONSULTATION

5.1 N/A

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

6.1 There are none relating to this report.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 There are none arising from this report.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 There are none arising from this report.

9.0 LEGAL IMPLICATIONS

9.1 There are none arising from this report.

10.0 EQUALITIES IMPLICATIONS

10.1 The report is for information to Members and there are no direct equalities implications at this stage.

11.0 CARBON REDUCTION IMPLICATIONS

11.1 There are none arising from this report.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 There are none arising from this report.

13.0 RECOMMENDATION/S

13.1 Members are requested to note the contents of this report and highlight any questions or comments.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 To ensure Members have the opportunity to review the delivery of the Council's Corporate Plan.

REPORT AUTHOR: Carol Sharratt
Performance Management Officer
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APPENDICES

Appendix 1 – Corporate Plan Performance Report (Year End 2014/15)

Appendix 2 – Exception report/action plan for Performance Appraisals completed

Appendix 3 – Exception report/action plan for Sickness Absence: The number of working days / shifts lost due to sickness (cumulative)

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Coordinating Committee	3 July 2013
Coordinating Committee	3 September 2013
Coordinating Committee	2 July 2014
Coordinating Committee	3 September 2014
Coordinating Committee	23 February 2015

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WIRRAL COUNCIL
Corporate Plan Performance, Finance and Risk Report as at 31st March 2015



No.	Description	Data Source	Performance 2013/14	North West 2013/14	Target/Plan 2014/15	YTD Target 2014/15	YTD Performance	Forecast Outturn	Overall Status	Monthly Trend	Reporting Period	Accountable Officer (Head of Service)	Comments
PERFORMANCE													
DOMAIN 1: FAMILIES AND WELLBEING													
Public Health, Performance, Business Intelligence and Commissioning													
PHCP01	Alcohol-related admissions to hospital: Rate of attendance at A & E for injury and assault where alcohol was a factor	Trauma, Injury Intelligence Group (TIIG)	901.37	N/A	901.37	901.37	808.42	808.42	G	↓ +	Apr 14 - Mar 15	J Webster	The data shows a further reduction in the rate of attendances to A&E, suggesting a continuing positive improvement in performance of the system. However it should be noted that, although this improvement is encouraging, the methodology we are using to track this target is new so it is important to keep a close watch on the data to ensure that this downward trend is a genuine improvement and not a function of the change in the methodology.
PHCP02	NHS Health Checks - Offered	Integrated Performance Measures Monitoring Return	17.7%	18.5%	20.0%	20.0%	22.7%	22.7%	G	↑ +	Apr - Mar	J Harvey	As predicted, quarter 4 activity resulted in an increase in uptake of health checks. Uptake went from 42% in quarter 3 to 51% in quarter 4. However, even with this increase, our cumulative annual uptake is 44.4%, which is a decrease on last year. Action to increase performance in 2015/16 will include: - A new contract with revised payment levels - Public Health Practice Nurses continuing to support struggling practices, improvements to systems, provision of training etc - promotional videos and posters will go into every practice and also into specific community venues. - A pilot to assess the impact of 'Point of Care Testing' within GP practices is due to begin in selected practices aimed at reducing non-attendance. - personalised targets and quarterly performance profiles for every practice.
PHCP03	NHS Health Checks - Take up	Integrated Performance Measures Monitoring Return	53.1%	51.0%	50.0%	50.0%	44.4%	44.4%	A	↑ +	Apr - Mar	J Harvey	
Children and Young People Department													
CYCP01	Rate of Children Looked After (per 10,000 population 0-17)	SSDA 903 Return	100.1	81.0	95.8	95.8	101.0	101.0	A	↑ -	Mar	L Arthey	Looked after children (LAC) numbers continue to be higher than the national average and statistical neighbours. The number of LAC has been relatively static, hovering between 98-101 throughout the year. The number of LAC is 683, but this is expected to reduce slightly, following year end validation with the statutory returns.
CYCP02	Rate of Children in Need (per 10,000 population 0-17)	Children in Need Census	402.1	343.1 (2012-13)	375.0	375.0	390.7	390.7	G	↑ -	Mar	L Arthey	The number of CIN have increased to 2643 compared to 2537 for 2013/2014. This is in line with the increase in referrals 4217 compared to 4066. Given the case closures for the corresponding period 4015 compared 4226 evidences the overall throughput for CIN.
Department of Adult Social Services													
ADCP01	Proportion of safeguarding alerts actioned within 24hrs	SWIFT	98.4%	N/A	100.0%	100.0%	99.5%	99.5%	G	↔	Apr-Mar	S Garner	There have been 15 cases out of a total of 3,020 that have fallen outside of target and this is due to waiting for further information from either the referrer or the police. There had been recording issues previously that have been addressed by the design of the new client information system, Liquid Logic. Social workers now have to complete the section on what action is required following a safeguarding alert before they can complete the section on confirming that action has been completed.
ADCP02	Permanent admissions of older people (aged 65 and over) to residential and nursing care homes, per 100,000 population	ASC-CAR & Office for National Statistics (ONS)	835.9	777.8	759.3	759.3	810.9	810.9	A	↑ -	Apr-Mar	C Beyga	The average number of placements per month equates to 45 against a monthly target of 42. The number of placements per 100,000 population has reduced by 3% when compared with 2014-15. The proportion of placements which can be linked directly back to hospital discharges is 57% which is consistent with 2013-14; non-elective admissions to hospital increased by 3.7% in 2014-15 which has placed further pressures on Social Care and in particular the use of residential and nursing beds. Additional Intermediate Care and Transitional Bed capacity will be available in 2015-16 which allied with hospital discharge pathway redesign work will help reduce the number of permanent admissions.
ADCP03	Proportion of people who have received short term services to maximise independence requiring no on-going support	SALT	New measure	N/A	50.0%	50.0%	71.2%	71.2%	G	↓ -	Apr-Mar	C Beyga	This was a new measure introduced as part of the 2014/15 Adult Social Care Outcomes Framework. Performance has consistently exceeded the target set with: 50% of people being completely independent 23% of people require an ongoing care package 14% of people require only ongoing low level support (Assistive Tech) 8% of people self fund their care 2% of people require short term support

WIRRAL COUNCIL
Corporate Plan Performance, Finance and Risk Report as at 31st March 2015



No.	Description	Data Source	Performance 2013/14	North West 2013/14	Target/Plan 2014/15	YTD Target 2014/15	YTD Performance	Forecast Outturn	Overall Status	Monthly Trend	Reporting Period	Accountable Officer (Head of Service)	Comments
DOMAIN 2: REGENERATION AND ENVIRONMENT													
Environment & Regulation													
RECP01	Number of interventions put in place for travel plans and transport (to improve accessibility to employment & opportunities)	Travel Solutions	2,300	N/A	2,200	2200	3067	3,067	G	↑	Apr-Mar	Mark Smith	This project has now concluded as part of the LSTF funded initiative, it has exceeded targets for the second year in succession.
RECP02	To maintain local environmental quality (LEQ) of litter, detritus, & graffiti in main gateways and shopping areas	Local Survey Data	91%	N/A	93.5%	93.5%	97.5%	97.5%	G	↑	Apr-Mar	Mark Smith	Now in its second year, this indicator has seen consistent improvement across all quarters, compared to the same periods last year. Exceeding the target by 4%, the performance of this indicator is representative of the hard work and resources that have gone in to improving environmental quality in these important gateway and investment areas.
Housing & Community Safety													
RECP03	Number of new affordable homes	Homes & Communities Agency MIS	354	N/A	300	300	322	322	G	↑	Apr-Mar	Ian Platt	Year-end target has been achieved.
RECP04	Number of interventions to improve private rented sector properties	MVM Database	783	N/A	400	400	523	523	G	↑	Apr-Mar	Ian Platt	Year-end target has been exceeded.
RECP05	Number of adaptations completed	MVM Database	1,934	N/A	1,900	1900	2257	2257	G	↑	Apr-Mar	Ian Platt	This indicator has again achieved it's year-end target.
Business & Investment													
RECP06	Jobs created and safeguarded (via Invest Wirral)	Invest Wirral	937	N/A	925	925	970	970	G	↑	Apr-Mar	Alan Evans	This PI has exceeded it's anticipated year-end target.
RECP07	Gross Value Added per head of population	Office for National Statistics (ONS)	£11,599	N/A	£12,013	£12,013	£12,482	£12,482	G	↑	2013	Alan Evans	GVA per head of population has greatly improved across Wirral between 2012 – 2013. The latest published data has confirmed that Wirral achieved a 7% increase during 2013 resulting in Wirral accomplishing the highest percentage increase of any standard geographical area in England.
RECP08	Number of working age people claiming out-of-work benefits (economic in-activity)	NOMISWEB	15%	N/A	14.5%	14.5%	14.1%	14.1%	G	↓	Dec-14	Alan Evans	Q4 performance is not available until May 2015. Latest performance data (Q3 2014/15 shows Wirral is performing at 14.1% and is already on track to meet the end of year target for 2014/15.
DOMAIN 3: TRANSFORMATION AND RESOURCES													
Resources													
TRCP01	Implementation of Windows 7 & Office 2010 across the Council	Silver Project reports	N/A	N/A	100%	100%	100%	100%	G	↑	Apr 14 - Mar 15	M Zammit	Phases 1 and 2 are now both complete. Work continues to roll out Windows 7 to Children's Centres and Adult Learning. These were originally out of scope and have included only latterly. The delivery of computers from now on will become part of the business as usual activities of the IT Service.
TRCP02	£(m) Projected Delivery of Council budget savings	General Ledger, revenue monitor and Concerto	£46.900	N/A	£36.259	£36.259	£27.252	£27.252	A		Mar-15	T Sault (Accountable for reporting)	Year end accounts are closed. Shortfall against original programme but has been fully mitigated as year end authority budget shows a small underspend position. Variances around commissioning, slippage to remodelling timetable and some families savings.
Human Resources													
TRCP03	Performance Appraisals completed	Intranet	27% (employee KIEs) 65% (senior manager PAs)	N/A	80%	80%	49%	N/A	R	↑	Apr-Sep	C Hyams (Accountable for reporting)	This is the first year that Performance Appraisal has been delivered across the Council. Where there have been delays, the remodelling programme has impacted on delivery. The programme timescales are complete for 2014/15. The final outturn figure is 49% • For 2015/16 a new programme of delivery will be developed. This will include a bespoke programme for each strategic Directorate, led by each Strategic Director. • Bespoke arrangements will be put in place for the large groups of staff who work on a part time/ dispersed basis to enable them to participate in performance appraisals.
TRCP04	Sickness Absence: The number of working days / shifts lost due to sickness (cumulative)	Data collected via HR SelfServe	10.47	N/A	9.75	9.75	10.31	10.31	R	↓	Apr-Mar	C Hyams (Accountable for reporting)	The sickness absence rate of 10.31 days for April 2014 - March 2015 is verified. It is 0.16 below the 10.47 rate for April 2013 - March 2014. During the verification a number of submissions which have been over reported have been identified, where sickness levels in excess of 36 hours per week were submitted. Allowing for this over reporting forecast is now 10.31 at 2014/15 year end, missing the 9.75 day target by 0.56.

	Performance is improving Lower is better	G	Performance within tolerance for target set.
	Performance is improving Higher is better	A	Performance target slightly missed (outside of tolerance).
	Performance is deteriorating Lower is better	R	Performance not on track, action plan required.
	Performance is deteriorating Higher is better		
	Performance sustained in line with targets set		

PERFORMANCE ACTION PLAN TEMPLATE

This template is to be completed and forwarded to the Corporate Performance Team for ALL Corporate and Directorate performance measures showing **RED** status of non-compliance against the specified target. It needs to be updated on a monthly basis for the period that the measure shows a **RED** status.

INDICATOR OVERVIEW			
Indicator Title	TRCP03 - Performance Appraisals completed		
Strategic Director Lead	Joe Blott		
Departmental Lead	Chris Hyams/ Diane Cottrell		
Year End Target	80%	Year End Forecast	N/A

CURRENT SITUATION: Detail what the performance is for this measure and reason/s for non-compliance		
Performance this Period	49%	+ / - Target - 31%
Non-compliance reason	This is the first year that Performance Appraisal has been delivered across the Council. Where there have been delays, the remodelling programme has impacted on delivery.	

ACTIONS: This describes what's necessary or how to achieve a 'green' score. This way everyone is clear on what is required and when; knows the expected outcome and how to achieve it.	
What (is required)	The programme timescales are complete for 2014/15. The final outturn figure is 49%
How (will it be achieved)	<p>The programme ran from April to September 2014. 49% is the year-end outturn figure for 2014/15. To ensure that targets are met for 2015/16 the following will be put in place:</p> <ul style="list-style-type: none"> • A new programme of delivery. This will include a bespoke programme for each strategic Directorate, led by each Strategic Director. • Bespoke arrangements for the large groups of staff who work on a part time/ dispersed basis to enable them to participate in performance appraisals
Who (will be responsible)	Senior Leadership Team
When (will results be realised)	The programme ran from April to September 2014. The outturn position for 2014/15 is 49%

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PERFORMANCE ACTION PLAN TEMPLATE

This template is to be completed and forwarded to the Corporate Performance Team for ALL Corporate and Directorate performance measures showing **RED** status of non-compliance against the specified target. It needs to be updated on a monthly basis for the period that the measure shows a **RED** status.

INDICATOR OVERVIEW			
Indicator Title	Sickness Absence: The number of working days / shifts lost due to sickness (cumulative)		
Strategic Director Lead	J Blott		
Departmental Lead	C Hyams		
Year End Target	9.75	Year End Forecast	10.31

CURRENT SITUATION: Detail what the performance is for this measure and reason/s for non-compliance		
Performance this Period	10.31	+ / - Target : -0.56
Non-compliance reason	Absence levels per person continue to exceed the target.	

ACTIONS: This describes what's necessary or how to achieve a 'green' score. This way everyone is clear on what is required and when; knows the expected outcome and how to achieve it.	
What (is required)	No of days absence per person needed to reduce Improve application of policy
How (will it be achieved)	<p>A report was taken to Strategic Leadership Team (SLT) on 31 March 2015 highlighting key issues around absence performance, steps that have been taken and options to improve performance.</p> <p>SLT agreed an initial plan of:</p> <ul style="list-style-type: none"> • Automatic referrals to Occupational Health for stress • Departmental Targets are applied • Specific Manager's briefing to clearly set expectations • Increased performance monitoring by Directorate Management Teams <p>It was agreed medium term consideration would given to consult on change to the absence policy to:</p> <ul style="list-style-type: none"> • specify a set number of days alongside occasions of sickness • Apply 'automatic warnings' for breach of triggers with any exceptions to be agreed by Head of Service
Who (will be responsible)	Managers with support of Human Resources
When (will results be realised)	Monthly and quarterly performance monitored with year end outturn figure determining whether performance target has been met.

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WIRRAL COUNCIL

COORDINATING COMMITTEE

23RD JUNE 2015

SUBJECT:	POLICY BRIEFING PAPER – JULY 2015
WARD/S AFFECTED:	ALL
REPORT OF:	STRATEGIC DIRECTOR – TRANSFORMATION & RESOURCES
RESPONSIBLE PORTFOLIO HOLDER:	GOVERNANCE, COMMISSIONING & IMPROVEMENT
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 This report presents Committee Members with the July Policy Briefing papers which include an overview of ongoing and recent national legislation, bills presented to Parliament and emerging policies.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 The policy briefing papers are intended to provide Members of the Coordinating Committee with the latest position on emerging policy and legislative developments to support the committees work programme and future scrutiny work.
- 2.2 During the course of the 2015-16 municipal year, the Council's Policy and Strategy team will prepare four policy briefing papers which will be reported to the Policy and Performance Committees for consideration. The following table outlines the timetable for the preparation and reporting of policy briefing papers:

Policy Papers	
July 2015	The first policy briefing will focus predominately on the Queen's Speech, which will establish the Government's legislative programme for the parliamentary year ahead.
September 2015	The second policy briefing will be produced in September and will focus predominately on the Chancellor's July 2015 Budget Statement. The policy briefing will provide an update on policy and legislation and will consider relevant implications for Wirral.

Policy Papers	
January 2016	The third policy briefing will be produced in accordance with the local government finance settlement which informs the annual determination of funding to local government. The policy briefing will provide an update on policy and legislation and will consider relevant implications for Wirral.
March 2016	The fourth policy briefing will focus upon the Chancellor of Exchequers Budget. The policy briefing will provide an update on policy and legislation and will consider relevant implications for Wirral.

2.3 The July Policy Briefing papers focus predominantly on the policies and legislation that have emerged from the newly formed Conservative Government. The papers provide a high level summary based on the available information released by Central Government at this time. It is expected that the September Briefing Paper will be more detailed following the release of further information from Government and will also consider the implications for Wirral.

2.4 The Committee may wish to identify specific policy areas to focus upon which are in line with the Committee's work programme. Detailed briefing papers can be prepared for these subject matters at the request of the Committee which would be in addition to the regular policy briefing papers outlined above.

3.0 RELEVANT RISKS

3.1 No specific risks identified.

4.0 OTHER OPTIONS CONSIDERED

4.1 None considered.

5.0 CONSULTATION

5.1 Not applicable.

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

6.1 Not applicable.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 There are none arising directly from this report. Any implications identified in ongoing and recent national legislation and policy will require further consideration by the Council to identify the appropriate action that will be taken.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 There are none arising directly from this report. Any implications identified in ongoing and recent national legislation and policy will require further consideration by the Council to identify the appropriate action that will be taken.

9.0 LEGAL IMPLICATIONS

9.1 There are none arising directly from this report. Any implications identified in ongoing and recent national legislation and policy will require further consideration by the Council to identify the appropriate action that will be taken.

10.0 EQUALITIES IMPLICATIONS

10.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(c) No because of another reason which is

The policy briefing is intended to provide Committee Members with an overview of ongoing and recent national legislation, bills presented to Parliament, emerging policies and upcoming consultations.

The local implementation of any policy or legislation will require an individual equality impact assessment.

1.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

11.1 There are none arising directly from this report. Any implications identified in ongoing and recent national legislation and policy will require further consideration by the Council to identify the appropriate action that will be taken.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 There are none arising directly from this report. Any implications identified in ongoing and recent national legislation and policy will require further consideration by the Council to identify the appropriate action that will be taken.

13.0 RECOMMENDATION/S

13.1 Committee Members are requested to note the contents of the Policy Briefing papers and identify any area of focus for further detailed policy briefings to be provided.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 To provide Committee Members with an overview of ongoing and recent national legislation and emerging policy developments.

APPENDICES

1. Policy Papers – July 2015

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
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Not applicable	N/A
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Policy Inform: Transformation and Resources

Directorate Policy: July 2015

The Directorate Policy briefings will provide an overview of ongoing and recent national legislation, bills presented to Parliament, emerging policies and upcoming consultations. The Directorate Policy briefing will be produced specifically to inform Portfolio Holders and Elected Members and will be taken to Policy & Performance Committees for discussion.

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Introduction

The policy briefing paper is intended to provide Members of the Policy and Performance Committee with the latest position on emerging policy and legislative developments to support the committees work programme and future scrutiny work.

During the course of the 2015-16 municipal year, it is proposed that the Council's Policy and Strategy team prepares four policy briefings papers for consideration by the Committee. The following table outlines the timetable for the preparation and reporting of policy briefing papers:

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Conservative Manifesto

Conservative Manifesto- Key Points :

On 14th April 2015, the Conservative Party launched their Manifesto which outlined their party pledges for the parliamentary year ahead if they were elected into Government. The columns below identify the manifesto themes that are of most relevance to local government and more specifically to the Transformation and Resources Policy and Performance Committee. The majority of the pledges identified have recently been referenced in further detail within the Queen's Speech, following the success of the Conservative Party in the 2015 General Election.

Welfare

- Cut £12 billion from Welfare Spending
- Cut household benefit cap to £23,000 (with exemptions for those receiving Disability Living Allowance or the Personal Independence Payment)
- New law so that Personal Allowance automatically rises in line with the national minimum wage
- Freeze working age benefits for two years from April 2016 (exemptions for disability and pensioner benefits).
- Retain the spare room subsidy
- Negotiating new EU rules so people will have to be earning in the UK for four years before they can claim tax credits and child benefits
- Review how best to support those suffering from long-term yet treatable conditions, such as drug or alcohol addiction or obesity, back into work. People who might benefit from treatment should get the medical help they need and if they refuse a recommended treatment, review whether their benefits should be reduced

Devolution/ Constitutional Change

- Strengthen and improve devolution for each part of the United Kingdom in a way that accepts that there is no one-size-fits-all solution. Implement the Smith Commission and St David's Day Agreement or equivalent changes in the rest of the UK, including English votes for English laws
- Devolve far-reaching powers over economic development, transport and social care to large cities which choose to have elected mayors
- Add a new stage to how English legislation is passed; no bill or part of a bill relating only to England would be able to pass to its Third Reading and become law without being approved through a legislative consent motion by a Grand Committee made up of all English MPs, or all English and Welsh MPs
- Extend the principle of English consent to financial matters such as how spending is distributed within England and to taxation including an English rate of Income Tax when the equivalent decisions have been devolved to Scotland

Other areas of Interest

- Review of Business rates to report by 2016 Budget
- Retain Police and Crime Commissioners
- Encourage councils to help manage public land and buildings, and will give authorities at least a 10 per cent stake in public sector land sales in their area
- Strengthen the Community Right to Bid – extend the length of time communities have to purchase these assets, and require owners to set a clear 'reserve' price for the community to aim for when bidding
- Set up a Pub Loan Fund to enable community groups to obtain small loans to pay for feasibility work, lawyers' fees, or materials for refurbishment, where they have bid to run the pub as part of our reforms to the Community Asset Register

Queen's Speech 2015

On Wednesday 27th March 2015, the Queen unveiled the Government's legislative plans for the year ahead. Below is a list of each individual Bill which will have implications for local government that were announced during the speech. The list identifies the Policy and Performance committee with whose remit the legislation most closely aligns:

Legislative Plans	Policy and Performance Committee
National Insurance Contributions Bill/ Finance Bill	Transformation and Resources
Full Employment and Welfare Benefits Bill	All Policy and Performance Committees
Trade Unions Bill	Transformation and Resources
Housing Bill	Regeneration and Environment
Cities and Local Government Devolution Bill	Regeneration and Environment
Buses Bill	Regeneration and Environment
High Speed Rail Bill	Regeneration and Environment
Childcare Bill	Families and Wellbeing
Energy Bill	Regeneration and Environment
Education and Adoption Bill	Families and Wellbeing
Enterprise Bill	Regeneration and Environment
Policing and Criminal Justice Bill	Families and Wellbeing Transformation and Resources
Draft Public Service Ombudsman Bill	Transformation and Resources
Psychoactive Substances Bill	Families and Wellbeing

Additional bills that have been announced are outlined below. These will be monitored in relation to any emerging implications for Local Government and reported to the relevant Policy and Performance Committee as appropriate.

Additional Legislative Plans
EU Referendum Bill
Scotland Bill
Immigration Bill
Extremism Bill
Investigatory Powers Bill
Charities Bill
Armed Forces Bill
Bank of England Bill
Northern Ireland (Stormont House Agreement) Bill
Wales Bill
Votes for Life Bill

The bills relevant to the Transformation and Resource Committee are discussed in further detail below. The information provided has been sourced predominately from the LGiU, as well as SOLACE and the LGC and therefore solely represents a fact-based introduction to the bills.

Draft Public Service Ombudsman Bill

Synopsis:

The aim of this Bill is to reform and modernise the Public Service Ombudsman, to providing a more effective and accessible final tier of complaints redress within the public sector. ⁱⁱ

Key Points:

The main elements of the Bill are to:

- Allow the Public Service Ombudsman to absorb the functions of the Parliamentary Ombudsman, the Health Ombudsman, the Local Government Ombudsman and potentially The Housing Ombudsman.
- Ensure a robust process for accountability and reporting. The new Ombudsman will be independent of Government and directly accountable to Parliament
- Establish the relevant powers for a modern ombudsman organisation. ⁱⁱⁱ

Any Further Details:

The Government published a consultation on the proposal to create a single Public Service Ombudsman (alongside the Gordon Report) on 25th March 2015. This closes on 16th June. Responses to this consultation will inform the policy development process and plans for this future legislation.

National Insurance and Finance Bill

"Reward those who work hard and do the right thing".

Synopsis:

The bill is designed to enact a series of pledges made by the Conservatives during the general election campaign. ^{iv}

Key Points:

The main elements of the Bill are to:

- No rises in income tax rates
- No VAT or national insurance before 2020
- No one working 30 hours on the minimum wage pays any income tax
- Enacts a commitment to raise the threshold before which people pay income tax to £12,500- A move Ministers say will benefit 30 million people. ^v

Policing and Criminal Justice Bill

*"Improve the law"
(The Queen's Speech)*

Synopsis:

This legislation is intended to continue the reform of policing with the aim of enhancing protections for vulnerable people.^{vi}

Key Points:

Aspects of the Bill potentially relevant to local government:

- The Bill would ensure 17 years olds who are detained in police custody are treated as children for all purposes under PACE.
- In particular, the amendments to the provisions of PACE concerning 17 year olds include:
 - Ensuring an appropriate adult is present for drug sample taking;
 - Ensuring appropriate consent is granted by both the 17 year old and parent/ legal guardian for a range of interventions, including intimate searches; and
 - The ability to impose conditional bail to ensure the welfare and interests of the 17 year old.
- Reforming legislation in relation to the detention of people under sections 135 and 136 of the Mental Health Act 1983 to ensure better outcomes for those experiencing a mental health crisis.
 - Prohibiting the use of police cells as places of safety for those under 18 years of age and further reducing their use in the case of adults;
 - Reducing the current 72 hour maximum period of detention; and
 - Extending the power to detain under section 136 to any place other than a private residence^{vii}

Full Employment and Welfare Benefit Bill

*"Achieve full employment and provide more people with the security of a job."
(The Queen's Speech)*

Synopsis:

The aim of this bill is to achieve full employment. The legislation will continue to expand the Troubled Families Programme as well as continue welfare reform, capping benefits and requiring young people to 'earn or learn'.^{viii}

Key Points:

The main elements of the Bill are to:

- A working-age benefit freeze.
- The new legislation would freeze the main rates of the majority of working age benefits, tax credits and Child Benefit for two years from 2016-17. Pensioners would be protected, as would benefits relating to the additional costs of disability. Statutory payments, such as Statutory Maternity, Paternity, and Adoption Pay would also be exempted.
- The new legislation would lower the benefit cap so that the total amount of benefits a non-working family can receive in a year would be £23,000.

- Households are exempt where someone is entitled to Working Tax Credit or is in receipt of benefits relating to additional costs of disability, or War Widow’s and Widower’s Pension.
- The Bill includes a duty to report annually on progress against meeting our target of 3 million new apprenticeships.
- Troubled Families Programme: The Bill includes a duty to report annually on progress of the Troubled Families programme. The Bill also seeks to place a requirement on public bodies to provide information to the Secretary of State in order that he may fulfil that duty.
- Put in place a new Youth Allowance for 18-21 year olds with stronger work related conditionality from Day 1. After 6 months they will be required to go on an apprenticeship, training or community work placement;
- Remove automatic entitlement to housing support for 18-21 year olds;
- Provide Jobcentre Plus adviser support in schools across England to supplement careers advice and provide routes into work experience and apprenticeships.^{ix}

Trade Unions Bill

***“Protect essential public services against strikes.”
(The Queen’s Speech)***

Synopsis:

The aim of this bill is to bring forward legislation to reform trade unions to ensure hardworking people are not disrupted by little-supported strike action and to pursue the Governments ambition to become the most prosperous major economy in the world by 2030.^x

Key Points:

The main elements of the Bill are to:

- Introduction of a 50% voting threshold for union ballots turnouts (and retain the requirement for there to be a simple majority of votes in favour).
- In addition to the 50% minimum voting turnout threshold, introduction of a requirement that 40% of those entitled to vote must vote in favour of industrial action in certain essential public services (health, education, fire, transport).
- Tackling intimidation of non-striking workers during a strike.
- Introduction of a transparent opt-in process for the political fund element of trade unions subscriptions. This will reflect the existing practice in Northern Ireland.
- Introduction of time limits on a mandate following a ballot for industrial action.
- Making changes to the role of the Certification Officer.^{xi}

Recent and Ongoing National Legislation

Universal Credit

Synopsis:

Universal Credit was one of the key benefit changes introduced by the Welfare Reform Act 2012. The roll out of Universal Credit has seen the introduction of a single benefit to replace six benefits previously paid and includes Housing Benefit currently paid by local authorities. Universal Credit started to be rolled out in October 2013 but will not be fully implemented until 2017. Universal Credit will normally be paid monthly in arrears and be paid to a single person in the household.

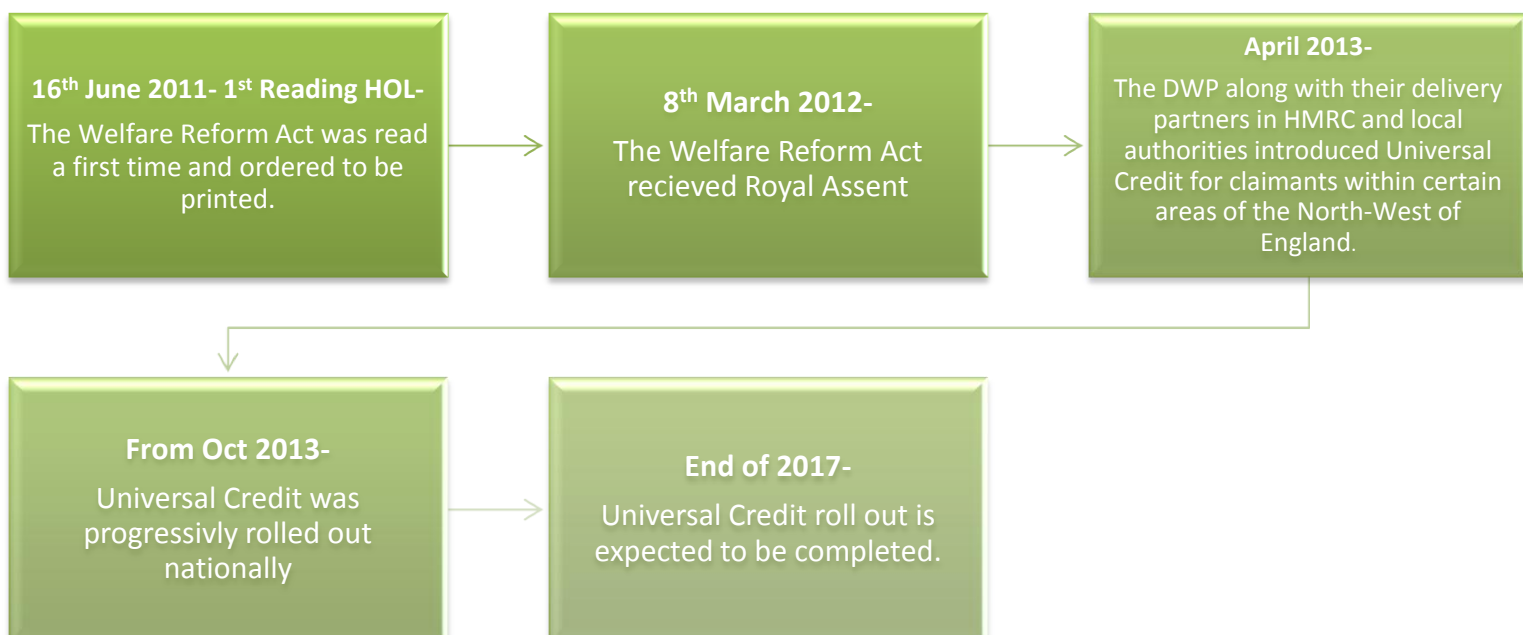
Universal Credit will replace:

- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Income Support
- Child Tax Credits
- Working Tax Credits
- Housing Benefit

Differences between Universal Credit and the Previous System:

- Universal Credit will be available to people who are in work and on a low income, as well as to those who are out of work
- Most people will apply online and manage their claim through an online account
- Universal Credit will be responsive – as people on low incomes move in and out of work, they'll get ongoing support, giving people more incentive to work for any period of time that is available
- Most claimants on low incomes will still be paid Universal Credit when they first start a new job or increase their part-time hours
- Claimants will receive just 1 monthly payment, paid into a bank account in the same way as a monthly salary
- Support with housing costs will go direct to the claimant as part of their monthly payment

Key Dates:



For More Information:

Generic Overview of Universal Credit: <https://www.gov.uk/government/publications/2010-to-2015-government-policy-welfare-reform/2010-to-2015-government-policy-welfare-reform#appendix-1-government-policy-on-universal-credit-an-introduction>

Wirral Council & Universal Credit: <https://www.wirral.gov.uk/downloads/5683>

Local Government Act 2015

Synopsis:

The Local Government (Review of Decisions) Act 2015 and the Local Government (Religious etc. Observances) Act 2015 recently received Royal Assent on 26th March 2015.

Local Government (Review of Decisions) Act:

The Local Government (Review of Decisions) Act requires local authorities to put into place formal review procedures for any decision which stops or restricts a proposed event on the grounds of health or safety. It also enables reviews of such decisions (and others) by the Local Government Ombudsman to be fast-tracked.

Key Points:

The new Act applies to decisions taken by local authorities which have the effect of stopping the holding of an event, or which impose restrictions or conditions upon the event, for reasons relating to health and safety. It makes two changes of law. The first is to require local authorities to put certain measures in place for internally reviewing decisions – specifically:

- To give a written notice (electronically or otherwise) of the decision and the reasons for it to the applicant or event organiser on the day the decision is taken or, if that is not reasonably practicable, the next working day.
- The applicant (or organiser) will then be entitled to request an internal review of the decision. This has to be carried out as soon as reasonably practicable, and in any event within 15 days of the request.
- The review may result in the decision being confirmed, withdrawn or replaced by any other decision.
- The outcomes of the review will then have to be notified in writing to the applicant (or organiser) including reasons for the decision.

The Act does not specify by whom within the local authority the review should be undertaken.

The second change will enable the Local Government Ombudsman to introduce different procedures for different sorts of complaints.

Local Government (Religious etc., Observances) Act:

The Local Government (Religious etc., Observances) Act allows for the inclusion of prayers and other religious observance at local authority meetings, should they wish to do so. It also enables local authorities to support, facilitate or be represented at religious or similar events.

Key Points:

The Act applies to local authorities in England. Specifically these new powers provide:

- That the business at a local authority meeting (or other listed local public bodies) may include time for prayers or other religious observance or observance connected with a religious or philosophical belief.

- This is regardless as to whether the meeting is a committee meeting, a joint committee of two or more authorities or a sub-committee of either of these.
- That a local authority (or other listed local public bodies) may support or facilitate to be represented at a religious event and an event with a religious or philosophical belief or connected to such a belief.

For More Information:

[Mark Upton, New Legislation: Review of decisions and religious observances, LGiU, 20/05/15](#)

Counter Terrorism and Security Act

Synopsis:

Counter Terrorism and Security Act became law on 16th February 2015. The Act places a statutory duty on local authorities to have ‘due regard to the need to prevent people from being drawn into terrorism’. This is known as the Prevent Duty. Local Authorities are also required to establish panels to identify and support those felt to be vulnerable to being drawn into terrorist activity.

Key Points:

The main elements of the Act are:

- Strengthens powers to temporarily restrict travel for terror suspects;
- Enhances existing measures to monitor those believed to pose a threat including extending law enforcement agencies’ ability to retain relevant communications data;
- Strengthens security arrangements at the border, on planes, ships and rail transport;
- Enhances the programmes that combat the underlying ideology which supports terrorism through improved engagement from partner organisations including Councils and schools;
- Clarifies the law in relation to insurance payments made in response to terrorist demands and the power to examine goods under the Terrorism Act 2000; and
- Extends the statutory remit of the Independent Reviewer of Terrorism Legislation and creates a Privacy and Civil Liberties Board to support his/her work.

Any Recent Updates:

Since the implementation of the Counter Terrorism and Security Act the government has published guidance for ‘specified bodies’ on their obligations under the Prevent Duty, and guidance to members of local authority panels.

For More Information:

[Rachel Salmon, Preventing Violent Extremism, LGiU, 19/05/15](#)

Local Authority Guidance: [Prevent Duty, HM Government](#)

Local Authority Guidance: [Protecting vulnerable people from being drawn into terrorism: Statutory guidance for Channel panel members and partners of local panels](#)

Policy Developments

Public Service Mutuals

Synopsis:

The 2011 Open Public Services White Paper saw mutual organisations as a key plank of diversifying the provision of public services, so that service users and commissioners have greater choice, alongside seeing a greater role for private and voluntary sector providers.

The 'Right to challenge' enacted in June 2012 – as part of the 2011 Localism Act – enables local authority employees, as well as voluntary and community groups, to express an interest in running a local authority service. It was seen as the means in local government for the government to meet its coalition agreement pledge to give public sector workers a right to form employee-owned mutuals.

What are Public Service Mutuals?

Traditionally mutuals and co-operatives are 'owned' by a defined group of members such as their employees, customers or others with an interest in the business. Their governance structures give members a say in how the organisation is run and they are often run for the benefit of members with profits retained within the business or distributed to its members.

Corporate Vehicles which can be used for mutual enterprises:

Legal Form	Overview	Ownership	Liability
Company limited by guarantee	Usually not-for profit or non-profit distributing.	Typically, members can attend general meetings and vote, and in most companies they can appoint and remove the directors, and have ultimate control over the company.	Members have limited personal liability, usually up to £1. This is usually written into the articles of association.
Company limited by shares	Usually profit motivated.	Shareholders with voting rights ultimately control the company. Other shareholders can exist with non-voting rights	Shareholders have no personal liability if the company goes into debt.
Community Interest Company	Surpluses are principally reinvested in the business or in the community. Takes the form of a limited company of one form or another.	Asset lock ensures that they are only used for the benefit of the community. Members retain control	Members have limited personal liability.
Co-operative	Organisation that is often equally owned by members.	Members, often consumers, producers or employees, own and democratically control the organisation.	Can be limited or unlimited where each member takes on the full liability of the organisation if it falls into debt.

Source: Cabinet Office's online guidance *Start a public service mutual: The process*

Next Steps:

In their Party Manifesto the Conservatives pledged to "deliver better public services and more open government" through public service mutuals. It says: "We want more of them, so we will guarantee a 'right to mutualise' within the public sector"

For More Information:

LGIU, Public Service Mutuals: An Essential Guide, 05/05/15- <http://www.lgiu.org.uk/wp-content/uploads/2015/05/Public-service-mutuals-an-LGIU-essential-guide.pdf>

ENDNOTES:

-
- ⁱ Janet Sillett, Briefing: Conservative Manifesto Commitments- The Local Government Perspective, LGiU, 12/05/15
- ⁱⁱ Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ⁱⁱⁱ Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{iv} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^v Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{vi} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{vii} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{viii} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{ix} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^x Press Office- Prime Minister’s Office, The Queen’s Speech 2015, 27/05/15
- ^{xi} Press Office- Prime Minister’s Office, The Queen’s Speech 2015, 27/05/15

SOURCES EMBEDDED WITHIN THE PAPER:

- Generic Overview of Universal Credit: <https://www.gov.uk/government/publications/2010-to-2015-government-policy-welfare-reform/2010-to-2015-government-policy-welfare-reform#appendix-1-government-policy-on-universal-credit-an-introduction>
- Wirral Council & Universal Credit: <https://www.wirral.gov.uk/downloads/5683>
- [Mark Upton, New Legislation: Review of decisions and religious observances, LGiU, 20/05/15](#)
- [Rachel Salmon, Preventing Violent Extremism, LGiU, 19/05/15](#)
- Local Authority Guidance: [Prevent Duty, HM Government](#)
- Local Authority Guidance: [Protecting vulnerable people from being drawn into terrorism: Statutory guidance for Channel panel members and partners of local panels](#)
- LGiU, Public Service Mutuels: An Essential Guide, 05/05/15- <http://www.lgiu.org.uk/wp-content/uploads/2015/05/Public-service-mutuals-an-LGiU-essential-guide.pdf>

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Policy Inform: Families and Wellbeing

Directorate Policy: July 2015

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September 2015	The second policy briefing will be produced in September and will focus predominately on the Chancellor's July 2015 Budget Statement. The policy briefing will provide an update on policy and legislation and will consider relevant implications for Wirral.
January 2016	The third policy briefing will be produced in accordance with the local government finance settlement which informs the annual determination of funding to local government. The policy briefing will provide an update on policy and legislation and will consider relevant implications for Wirral.
March 2016	The fourth policy briefing will focus upon the Chancellor of Exchequers Budget. The policy briefing will provide an update on policy and legislation and will consider relevant implications for Wirral.

The July Policy Briefing paper focuses predominantly on the policies and legislation that have emerged from the newly formed Conservative Government. The paper provides initial information based on the available information released by Central Government at this time. It is expected that the September Briefing Paper will be more detailed following the release of further information from Government and will also consider the implications for Wirral.

The Committee may wish to identify specific policy areas to focus upon which are in line with the Committee's work programme. Detailed briefing papers can be prepared for these subject matters at the request of the Committee which would be in addition to the regular policy briefing papers outlined above.

Conservative Manifesto

Conservative Manifesto- Key Points :

On 14th April 2015, the Conservative Party launched their Manifesto which outlined their party pledges for the parliamentary year ahead if they were elected into Government. The columns below identify the manifesto themes that are of most relevance to local government and more specifically to the Families and Wellbeing Policy and Performance Committee. The majority of the pledges identified have recently been referenced in further detail within the Queen's Speech, following the success of the Conservative Party in the 2015 General Election.

Education

- Investing £7bn over the course of the next Parliament to provide "good school places"
- Opening at least 500 new free schools and turning failing schools into academies
- Protecting the schools budget; increasing the amount spent on schools as the number of pupils increases
- Scrapping the cap on higher education student numbers
- Support primary school sport with £150 million a year, paid directly to headteachers, until 2020
- Introduce new standards for literacy and numeracy in primary schools.
- Require secondary school pupils to take GCSEs in English, maths, science, a language and history or geography.
- Expand the National Leaders of Education programme to let the best headteachers take control of failing primary schools
- Increase the number of teachers able to teach Mandarin and train an extra 17,500 maths and physics teachers over the next five years.
- Expand the National Citizen Service and guarantee a place for every 16 and 17-year-old who wants one

Health and Social Care

- Provide seven-day-a-week access to NHS services
- Signed up to NHS Forward View and increase NHS spending to £8bn a year by 2020
- Continue to integrate the health and social care systems, joining up services between homes, clinics and hospitals and pilot new approaches like the Greater Manchester one and the Better Care Fund.
- Tackle health tourism and recover up to £500 million from migrants who use the NHS by the middle of the next Parliament
- Deliver the Prime Minister's Challenge on Dementia 2020
- Support commissioners to combine better health and social care services for the terminally ill so that more people are able to die in a place of their choice
- Ensure that there are therapists in every part of the country providing treatment for those who need mental health treatment
- Increase funding for mental health care.

Other areas of interest

- Cut £12 billion from Welfare Spending
- Abolish Human Rights Act and replace with British Bill of Rights
- Retain Police and Crime Commissioners
- Police reform to continue with a commitment to keep people with mental health problems out of police cells, a pledge to boost police diversity and mandatory action to scale back untargeted police stop and search operations.
- Increasing the minimum wage to £6.70 by the autumn and to £8 by the end of the decade
- Support Living wage and encourage employers to pay it
- Replacing Jobseeker's Allowance for 18-21 year-olds with a Youth Allowance time-limited to six months. After that, they will have to take an apprenticeship, traineeship or do community work to claim benefits

Queen's Speech 2015

On Wednesday 27th March 2015, the Queen unveiled the Government's legislative plans for the year ahead. Below is a list of each individual Bill which will have implications for local government that were announced during the speech. The list identifies the Policy and Performance committee with whose remit the legislation most closely aligns:

Legislative Plans	Policy and Performance Committee
National Insurance Contributions Bill/ Finance Bill	Transformation and Resources
Full Employment and Welfare Benefits Bill	All Policy and Performance Committees
Trade Unions Bill	Transformation and Resources
Housing Bill	Regeneration and Environment
Cities and Local Government Devolution Bill	Regeneration and Environment
Buses Bill	Regeneration and Environment
High Speed Rail Bill	Regeneration and Environment
Childcare Bill	Families and Wellbeing
Energy Bill	Regeneration and Environment
Education and Adoption Bill	Families and Wellbeing
Enterprise Bill	Regeneration and Environment
Policing and Criminal Justice Bill	Families and Wellbeing Transformation and Resources
Draft Public Service Ombudsman Bill	Transformation and Resources
Psychoactive Substances Bill	Families and Wellbeing

Additional bills that have been announced are outlined below. These will be monitored in relation to any emerging implications for Local Government and reported to the relevant Policy and Performance Committee as appropriate.

Additional Legislative Plans
EU Referendum Bill
Scotland Bill
Immigration Bill
Extremism Bill
Investigatory Powers Bill
Charities Bill
Armed Forces Bill
Bank of England Bill
Northern Ireland (Stormont House Agreement) Bill
Wales Bill
Votes for Life Bill

The bills relevant to the Families and Wellbeing Committee are discussed in further detail below. The information provided has been sourced predominately from the LGiU, as well as SOLACE and the LGC and therefore solely represents a fact-based introduction to the bills.

Childcare Bill

***“Help working people by greatly increasing the provision of free childcare.”
(The Queen’s Speech)***

Synopsis:

The purpose of the Childcare Bill is to help support working people from the start of their family life and help hard-working families with the costs of childcare and support parents in work. The changes aim to help 600,000 children a year from 2017.ⁱⁱ

Key Points:

The main elements of the Bill are to:

- Deliver on the Government’s election manifesto commitment of giving families where all parents are working an entitlement to 30 hours a week of free childcare for their three- and four-year olds for 38 weeks of the year (equivalent of the school year).
- Require local authorities to publish information about the provision of childcare in the local authority area, and other services or facilities which might be of benefit to parents or prospective parents, or children or young persons in their area.ⁱⁱⁱ

Any Further Detail:

Childcare plans had been outlined in the Conservatives' election manifesto, which identified that the £350m-a-year cost of the Bill would be funded through reductions in tax relief on pension contributions.

Currently, all three-and-four-year-olds in England are entitled to 570 hours a year of free early education or childcare at nurseries, play and pre-school groups, Sure Start children's centres, or with childminders. Two-year-olds from the poorest families also qualify. The 570 hours equate to 15 hours a week over a 38-week school year but can be spread over the year.^{iv}

The new legislation requires local authorities to publish information about the provision of childcare in each local authority area, and other services or facilities which might be of benefit to parents or prospective parents, or children or young persons in their area.^v

Education and Adoption Bill

***“Improve schools and give every child the best start in life.”
(The Queen’s Speech)***

Synopsis:

The purpose of the Education and Adoption Bill is to strengthen the government’s intervention powers in failing maintained schools and to introduce measures that will enable them to deliver regional adoption agencies.^{vi}

Key Points:

The main elements of the Bill are to:

- The Bill would give Regional Schools Commissioners powers to bring in leadership support from other excellent schools and heads, and would speed up the process of turning schools into academies.

- An inadequate Ofsted judgment would usually lead to a school being converted into an academy, and barriers would be removed to ensure swift progress towards conversion.
- It would make schools that meet a new coasting definition, having shown a prolonged period of mediocre performance and insufficient pupil progress, eligible for academisation.
- A coasting definition will be set out in due course according to a number of factors.^{vii}

Any Further Detail:

The Bill introduces measures aimed to create regional adoption agencies which will operate across local authority boundaries, increasing the speed and scale at which adoption services are delivered. In order to create regional adoption agencies, this legislation will give the Secretary of State new powers to direct a number of local authorities to have adoption functions carried out on their behalf, these are: the recruitment, assessment and approval of prospective adopters; decisions about which prospective adopters a child should be matched with; and the provision of adoption support services.^{viii}

For More Information:

[John Fowler, Education and Children's Services- Queen's Speech and Conservative Manifesto Commitments, LGiU, 28/05/15](#)

Full Employment and Welfare Benefit Bill

“Achieve full employment and provide more people with the security of a job.”
(The Queen's Speech)

Synopsis:

The aim of this bill is to achieve full employment. The legislation will continue to expand the Troubled Families Programme as well as continue welfare reform, capping benefits and requiring young people to 'earn or learn'.^{ix}

Key Points:

The main elements of the Bill are to:

- A working-age benefit freeze.
- The new legislation would freeze the main rates of the majority of working age benefits, tax credits and Child Benefit for two years from 2016-17. Pensioners would be protected, as would benefits relating to the additional costs of disability. Statutory payments, such as Statutory Maternity, Paternity, and Adoption Pay would also be exempted.
- The new legislation would lower the benefit cap so that the total amount of benefits a non-working family can receive in a year would be £23,000.
- Households are exempt where someone is entitled to Working Tax Credit or is in receipt of benefits relating to additional costs of disability, or War Widow's and Widower's Pension.
- The Bill includes a duty to report annually on progress against meeting our target of 3 million new apprenticeships.
- Troubled Families Programme: The Bill includes a duty to report annually on progress of the Troubled Families programme. The Bill also seeks to place a requirement on public bodies to provide information to the Secretary of State in order that he may fulfil that duty.

- Put in place a new Youth Allowance for 18-21 year olds with stronger work related conditionality from Day 1. After 6 months they will be required to go on an apprenticeship, training or community work placement;
 - Remove automatic entitlement to housing support for 18-21 year olds;
 - Provide Jobcentre Plus adviser support in schools across England to supplement careers advice and provide routes into work experience and apprenticeships.^x
-

Policing and Criminal Justice Bill

***“Improve the law on policing and criminal justice”
(The Queen’s Speech)***

Synopsis:

This legislation is intended to continue the reform of policing with the aim of enhancing protections for vulnerable people.^{xi}

Key Points:

Aspects of the Bill potentially relevant to local government:

- The Bill would ensure 17 years olds who are detained in police custody are treated as children for all purposes under PACE.
 - In particular, the amendments to the provisions of PACE concerning 17 year olds include:
 - Ensuring an appropriate adult is present for drug sample taking;
 - Ensuring appropriate consent is granted by both the 17 year old and parent/ legal guardian for a range of interventions, including intimate searches; and
 - The ability to impose conditional bail to ensure the welfare and interests of the 17 year old.
 - Reforming legislation in relation to the detention of people under sections 135 and 136 of the Mental Health Act 1983 to ensure better outcomes for those experiencing a mental health crisis.
 - Prohibiting the use of police cells as places of safety for those under 18 years of age and further reducing their use in the case of adults;
 - Reducing the current 72 hour maximum period of detention; and
 - Extending the power to detain under section 136 to any place other than a private residence^{xii}
-

Psychoactive Substance Bill

“Ban the new generation of psychoactive drugs” (The Queen’s Speech)

Synopsis:

The legislation introduces a blanket ban on so-called legal highs.^{xiii}

Key Points:

The main elements of the Bill are to:

- The move is to protect UK citizens from the risks posed by untested, unknown and potentially harmful drugs.
- It would be an offence to produce, supply, offer to supply, possess, import or export psychoactive substances.
- The ban on legal highs will carry prison sentences of up to seven years.^{xiv}

Recent and Ongoing National Legislation

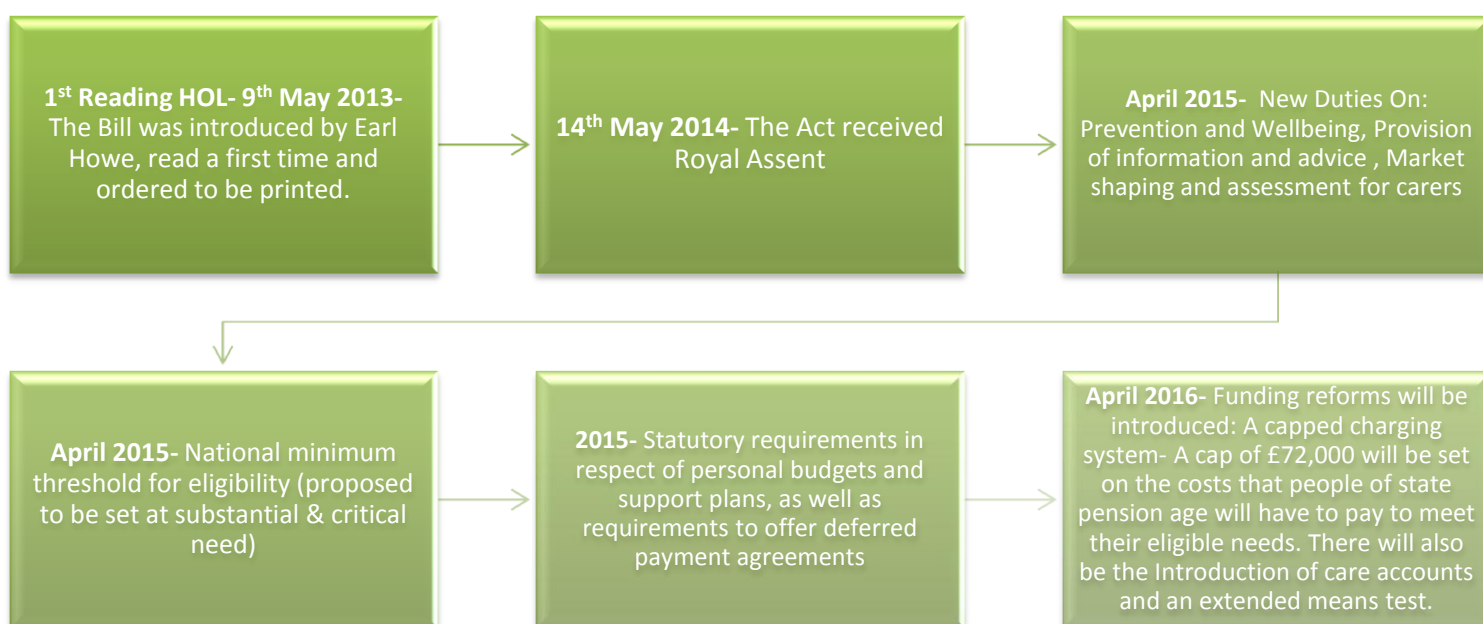
The Care Act

Synopsis:

The Care Bill received Royal Assent on the 14th May 2014 and has now been passed into law as the Care Act 2014.

The Care Act 2014 reforms the law relating to care and support for adults and support for carers. The new legislation makes provision about safeguarding adults from abuse, or neglect and makes provision about care standards, to establish and make provision about Health Education England and about the Health Research Authority. The Care Act presents major opportunities to improve local support for carers, giving a duty to local authorities to identify carers' needs as part of their preventative responsibilities, and a duty to NHS bodies to cooperate with local authorities on its functions.

Key Dates:



Any Updates:

On the 4th February 2015 the Department of Health published a set of documents which outlined plans for the regulations that will be used by local authorities to introduce a cap on the care costs for self-funding care users aged 65 and over and detail how a cap for working age adults and people under 25 could work.

The government claims an extra 80,000 people will benefit from the cap by 2025-26, while 23,000 people will benefit from the more generous residential care means-test in 2016-17 alone.

For More Information:

The Department of Health- <http://careact2016.dh.gov.uk/>

Serious Crime Act 2015

Synopsis:

The Serious Crime Act 2015 received Royal Assent on 3 March 2015. The Serious Crime Act 2015 (the Act) gives effect to a number of proposals and commitments made in the Government's Serious and Organised Crime Strategy. It updates existing law dealing with the proceeds of crime, cyber-crime, serious crime prevention orders, gang injunctions, child cruelty, female genital mutilation (FGM) and the commission of certain terrorism offences abroad.

Key Points:

The Act is made up of six parts as follows:

1. Proceeds of crime.
2. Computer misuse.
3. Organised, serious and gang-related crime.
4. Seizure and forfeiture of drug-cutting agents.
5. Protection of children and others.
6. Miscellaneous and general.

For More Information:

[Mark Upton, Serious Crime Act 2015: Part 5 Protection of Children, LGiU, 16/04/15](#)

Policy Developments

NHS Five-Year Forward View

Synopsis:

The NHS Five Year Forward View was published on 23rd October 2014 and sets out a vision for the future of the NHS. It has been developed by the partner organisations that deliver and oversee health and care services including NHS England, Public Health England, Monitor, Health Education England, the Care Quality Commission and the NHS Trust Development Authority. Patient groups, clinicians and independent experts have also provided their advice to create a collective view of how the health service needs to change over the next five years.

The purpose of the Five Year Forward View is to articulate why change is needed, what that change might look like and how we can achieve it. It describes various models of care which could be provided in the future, defining the actions required at local and national level to support delivery.

Any Recent Updates:

The Queen's Speech 2015 highlighted that the Government aims to secure the future of the National Health Service by implementing the National Health Service's own five-year plan, by increasing the health budget, integrating healthcare and social care, and ensuring the National Health Service works on a seven day basis. Measures will be introduced to improve access to general practitioners and to mental healthcare.

Key Points:

The main elements of the announcements are to:

- The Government will increase investment into the NHS by £8 billion a year by 2020;
- The Government is committed to 18 million patients having access to a GP at evenings and weekends
- They will continue with long-term plans to join up health and social care services.
- They will increase access to and improve waiting times for mental health services.

For More Information:

[NHS England, NHS Five-Year Forward View](#)

House of Commons Education Report: Apprenticeships and Traineeships for 16-19 year olds

Synopsis:

In recent years, the operation of Government-funded apprenticeships and vocational education has undergone significant change due to concerns about the number of young people entering into apprenticeships and the quality of apprenticeships. On the 21st July 2014, the Commons Education Committee launched an inquiry into the effectiveness of apprenticeships, whether apprenticeships represented value for money for the Government and how the Government could encourage more businesses and young people to consider apprenticeships and traineeships.

On the 9th March 2015 the House of Commons published a report entitled 'Apprenticeships and Traineeships for 16-19 year olds' which examined the main findings from the inquiry.

Any Recent Updates:

The report found that the central challenge for the Government's reform programme is to increase the number of young apprenticeship opportunities while ensuring that quality is at least maintained if not improved. The report stated that it supported the Government's efforts to give employers greater say, control and stake in apprenticeships but it must guard against system changes which deter employers, and smaller employers in particular, from participating.

Key Dates:



For More Information:

[Kathy Baker, Apprenticeships and Traineeships for 16-19 year olds: Commons Education Committee, LGiU, 30/04/15](#)

ENDNOTES:

-
- ⁱ Janet Sillett, Briefing: Conservative Manifesto Commitments- The Local Government Perspective, LGiU, 12/05/15
- ⁱⁱ Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ⁱⁱⁱ Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{iv} Queen’s Speech 2015: Bill-by-bill, BBC, 27/05/15
- ^v Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{vi} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{vii} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{viii} Martina Cicakova, Queen’s Speech Briefing, SOLACE, 27/05/15
- ^{ix} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^x Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xi} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xii} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xiii} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xiv} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15

SOURCES EMBEDDED WITHIN THE PAPER:

- The Department of Health- <http://careact2016.dh.gov.uk/>
- [Mark Upton, Serious Crime Act 2015: Part 5 Protection of Children, LGiU, 16/04/15](#)
- [NHS England, NHS Five-Year Forward View](#)
- [Kathy Baker, Apprenticeships and Traineeships for 16-19 year olds: Commons Education Committee, LGiU, 30/04/15](#)

Policy Inform: Regeneration and Environment

Directorate Policy: July 2015

The Directorate Policy briefings will provide an overview of ongoing and recent national legislation, bills presented to Parliament, emerging policies and upcoming consultations. The Directorate Policy briefing will be produced specifically to inform Portfolio Holders and Elected Members and will be taken to Policy & Performance Committees for discussion.

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Introduction

The policy briefing paper is intended to provide Members of the Policy and Performance Committee with the latest position on emerging policy and legislative developments to support the committees work programme and future scrutiny work.

During the course of the 2015-16 municipal year, it is proposed that the Council's Policy and Strategy team prepares four policy briefings papers for consideration by the Committee. The following table outlines the timetable for the preparation and reporting of policy briefing papers:

Policy & Performance Committee Briefings	
July 2015	The first policy briefing will focus predominately on the Queen's Speech, which will establish the Government's legislative programme for the parliamentary year ahead.
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Conservative Manifesto

Conservative Manifesto- Key Points :

On 14th April 2015, the Conservative Party launched their Manifesto which outlined their party pledges for the parliamentary year ahead if they were elected into Government. The columns below identify the manifesto themes that are of most relevance to local government and more specifically to the Regeneration and Environment Policy and Performance Committee. The majority of the pledges identified have recently been referenced in further detail within the Queen's Speech, following the success of the Conservative Party in the 2015 General Election.

Housing and Planning

- Extend Help to Buy to cover another 120,000 homes
- Construction of 200,000 new starter homes sold at 20% below the asking price to first-time buyers under 40
- New Help to Buy ISA
- Extend right to buy to housing association tenants, funding replacement of properties by requiring local authorities to manage their housing assets more efficiently, with most expensive properties sold off and replaced as they fall vacant.
- Fund Housing Zones to transform brownfield sites into new housing (funded from council house sales)
- Increase the inheritance tax threshold on family homes to £1m by 2017
- Aim at least to double the number of custom-built and self-built homes by 2020.
- A new Right to Build, requiring councils to allocate land to local people to build
- Offer 10,000 new homes to rent at below market rates, to help people save for a deposit
- Let local people have more say on local planning and let them vote on local issues

Infrastructure, Procurement and Transport

- Secure the delivery of superfast broadband in urban and rural areas to provide coverage to 95 per cent of the UK by the end of 2017
- Raise the target for SMEs' share of central government procurement to one-third, strengthen the Prompt Payment Code and ensure that all major government suppliers sign up
- Invest over £100 billion in infrastructure over the next Parliament
- Add 1,300 extra lane miles to our roads, improve over 60 problem junctions, and continue to provide enough funding to fix around 18 million potholes nationwide between 2015 and 2021
- Double the number of journeys made by bicycle and invest over £200 million to make cycling safer
- Build High Speed 2 – the new North-South railway linking up London with the West Midlands, Leeds and Manchester – and develop High Speed 3 to join up the North.

Environment

- Halt new public subsidies for onshore windfarms
- A free vote to repeal the ban on hunting with dogs
- Support low-cost measures on energy efficiency, with the goal of insulating a million more homes over the next five years
- Ensure that every home and business in the country has a Smart Meter by 2020
- Launch a programme of pocket parks – small areas of inviting public space where people can enjoy relief from the hustle and bustle of city streets
- Create a Sovereign Wealth Fund for the North of England, so that the shale gas resources of the North are used to invest in the future of the North
- Review the case for higher Fixed Penalty Notices for littering and allow councils to tackle small-scale fly-tipping through Fixed Penalties rather than costly prosecutions.

Conservative Manifesto- Key Points (Continued):

Economy and Work

- Eliminate the deficit: reduce government spending by one per cent each year in real terms for first two financial years – further £30 billion in fiscal consolidation through: £13 billion from departmental savings, £12 billion from welfare savings and £5 billion from tackling tax evasion
- Requiring 40% of those entitled to take part in strike ballots to vote for a strike before industrial action can be held
- Requiring companies with more than 250 employees to publish their gender pay gap – the difference between average pay for male and female employees
- Give those who work for a big company and the public sector a new workplace entitlement to volunteering leave for three days a year, on full pay.
- In second phase, starting in 2018-19, move into surplus in both fiscal mandate and the current budget
- Introduce a law guaranteeing no rise in VAT, national insurance contributions or income tax
- Increasing the minimum wage to £6.70 by the autumn and to £8 by the end of the decade
- Support Living wage and encourage employers to pay it

Devolution/Constitutional Change

- Strengthen and improve devolution for each part of the United Kingdom in a way that accepts that there is no one-size-fits-all solution. Implement the Smith Commission and St David's Day Agreement or equivalent changes in the rest of the UK, including English votes for English laws
- Devolve far-reaching powers over economic development, transport and social care to large cities which choose to have elected mayors
- Add a new stage to how English legislation is passed; no bill or part of a bill relating only to England would be able to pass to its Third Reading and become law without being approved through a legislative consent motion by a Grand Committee made up of all English MPs, or all English and Welsh MPs
- Deliver more bespoke Growth Deals with local councils
- Extend the principle of English consent to financial matters such as how spending is distributed within England and to taxation including an English rate of Income Tax when the equivalent decisions have been devolved to Scotland.

Other areas of interest

- Cut £12 billion from Welfare Spending
- Review of business rates to report by 2016 Budget.
- Encourage councils to help manage public land and buildings, and will give authorities at least a 10 per cent stake in public sector land sales in their area
- Strengthen the Community Right to Bid – extend the length of time communities have to purchase these assets, and require owners to set a clear 'reserve' price for the community to aim for when bidding
- Set up a Pub Loan Fund to enable community groups to obtain small loans to pay for feasibility work, lawyers' fees, or materials for refurbishment, where they have bid to run the pub as part of our reforms to the Community Asset Register

Queen's Speech 2015

On Wednesday 27th March 2015, the Queen unveiled the Government's legislative plans for the year ahead. Below is a list of each individual Bill which will have implications for local government that were announced during the speech. The list identifies the Policy and Performance committee with whose remit the legislation most closely aligns:

Legislative Plans	Policy and Performance Committee
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Cities and Local Government Devolution Bill	Regeneration and Environment
Buses Bill	Regeneration and Environment
High Speed Rail Bill	Regeneration and Environment
Childcare Bill	Families and Wellbeing
Energy Bill	Regeneration and Environment
Education and Adoption Bill	Families and Wellbeing
Enterprise Bill	Regeneration and Environment
Policing and Criminal Justice Bill	Families and Wellbeing Transformation and Resources
Draft Public Service Ombudsman Bill	Transformation and Resources
Psychoactive Substances Bill	Families and Wellbeing

Additional bills that have been announced are outlined below. These will be monitored in relation to any emerging implications for Local Government and reported to the relevant Policy and Performance Committee as appropriate.

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Scotland Bill
Immigration Bill
Extremism Bill
Investigatory Powers Bill
Charities Bill
Armed Forces Bill
Bank of England Bill
Northern Ireland (Stormont House Agreement) Bill
Wales Bill
Votes for Life Bill

The bills relevant to the Regeneration and Environment Committee are discussed in further detail below. The information provided has been sourced predominately from the LGiU, as well as SOLACE and the LGC and therefore solely represents a fact-based introduction to the bills.

Cities and Local Government Devolution Bill

*“Devolution of powers to cities with elected metro mayors”
(The Queen’s Speech)*

Synopsis:

The Bill will provide for the devolution of powers to cities with elected metro mayor, continuing the government’s commitment to building a ‘northern powerhouse’.ⁱⁱ

Key Points:

The main elements of the Bill are to:

- To provide new primary legislative powers to fulfill the Government’s manifesto commitments.
- Together with existing powers under the Localism Act 2011, the Bill would also enable the Government to empower towns and counties, building on the programme of Growth Deals which the Government implemented in the last Parliament.
- The provisions in the Bill would be generic (to be applied by order to specified combined authorities and their areas) and would enable:
 - An elected mayor for the combined authority’s area who would exercise specified functions and chair the authority.
 - The mayor to undertake the functions of Police and Crime Commissioner (PCC) for the area.
 - Where a mayor is to have PCC functions, allow the current PCC term of office to be extended until the mayor is in place.
 - Remove the current statutory limitation on its functions (currently these are limited to those on economic development, regeneration, and transport).
 - Enable local authority governance to be streamlined as agreed by councils.ⁱⁱⁱ

Any Further Details:

As part of the wider devolution package, the Queen’s speech announced the introduction of the Buses Bill which would provide the option for Combined Authority areas with directly-elected mayors to be responsible for the running of their local bus services. The Government says the move would allow cities to promote an integrated transport system.^{iv}

On the 29th May 2015 the Cities and Local Government Devolution Bill was published in full. The bill stated that the Communities Secretary could enforce the adoption of the elected mayor model and would have the power to remove the dissenting council from the combined authority.^v

Housing Bill

***“Support home ownership and give housing association tenants the chance to own their own home.”
(The Queen’s Speech)***

Synopsis:

This legislation will give housing association tenants the chance to own their own home. It also aims to increase housing supply and access to home ownership.^{vi}

Key Points:

The main elements of the Bill can be separated into two sections:

Home Ownership:

- To enable the extension of Right to Buy levels of discount to housing association tenants.
- To require local authorities to dispose of high-value vacant council houses, to help fund the Right to Buy extension discounts and the building of more affordable homes in the area.
- To provide the necessary statutory framework to support the delivery of Starter Homes.
- To take forward the Right to Build, requiring local planning authorities to support custom and self-builders registered in their area in identifying suitable plots of land to build or commission their own home.

Housing Supply:

- To introduce a statutory register for brownfield land, to help achieve the target of getting Local Development Orders in place on 90% of suitable brownfield sites by 2020.
- To simplify and speed up the neighbourhood planning system, to support communities that seek to meet local housing and other development needs through neighbourhood planning.
- To give effect to other changes to housing and planning legislation that would support housing growth.^{vii}

Any Further Details:

Plans to support home ownership and extend the right-to-buy scheme to 1.3 million social housing tenants in England feature in the new Housing Bill. Under the plans, housing association tenants will be able to buy the homes they rent at a discount. There will also be help for first-time buyers, with 200,000 starter homes made available to under-40s at a 20% discount. Both are commitments which were included in the Conservatives' general election manifesto. The government says the bill will increase the housing supply and ensure local people have more control over planning.^{viii}

Energy Bill

***"Increase energy security"
(The Queen's Speech)***

Synopsis:

The aim of this Bill is to improve energy security. It gives new powers to the Oil and Gas Authority (OGA) to maximise the economic recovery of oil and gas from UK waters and changes the law to give local communities a greater say in planning applications for wind farms.^{ix}

Key Points:

Aspects of the Bill potentially relevant to local government include:

- Ensuring local planning authorities have consenting powers for all onshore wind farms.
- The Bill would make legislative changes to remove the need for the Secretary of State's consent for any large onshore wind farms (over 50MW)
- This, in effect, would devolve powers out of Whitehall by transferring the existing consenting powers, in relation to onshore wind, to local planning authorities.
- This will mean that in future the primary decision maker for onshore wind consents in England and Wales will be the local planning authority. These changes will be supported by changes to the national planning policy framework to give effect to the manifesto commitment that local communities should have the final say on planning applications for wind farms.
- These changes would not impact on the planning regime in Scotland and Northern Ireland.
- The commitment to end new subsidy for onshore wind farms will be delivered separately, and DECC will be announcing measures to deliver this soon.^x

High Speed Rail Bill

***"High-speed rail links between the different parts of the country."
(The Queen's Speech)***

Synopsis:

The aim of this Bill is to provide the Government with the legal powers to construct and operate phase 1 of the High Speed 2 (HS2) railway.^{xi}

Key Points:

The main elements of the Bill are:

- Give the Government deemed planning permission for the railway between London and the West Midlands.
- Give the Government compulsory purchase powers and the power to temporarily take possession of land required to construct and operate the railway.
- Help rebalance the UK economy and free up space on the UK rail network, improving connections between London, the Midlands, the North and Scotland^{xii}

Enterprise Bill

***"Reduce regulation on small businesses so they can create jobs."
(The Queen's Speech)***

Synopsis:

This bill will include measures to reduce regulation on small businesses in a bid to boost job creation.^{xiii}

Key Points:

The main elements of the Bill are:

- Seek to cut red tape for British business by at least £10bn and, for the first time, require independent regulators to contribute to that target.
- Proposes to create a new Small Business Conciliation Service, to help settle disputes between small and large businesses, especially over late payment practices.
- To improve the business rates system ahead of the 2017 revaluation, including by modernising the appeals system
- To introduce a cap on public sector redundancy payments to six figures for the highest earners.^{xiv}

Full Employment and Welfare Benefit Bill

***"Achieve full employment and provide more people with the security of a job."
(The Queen's Speech)***

Synopsis:

The aim of this bill is to achieve full employment. The legislation will continue to expand the Troubled Families Programme as well as continue welfare reform, capping benefits and requiring young people to 'earn or learn'.^{xv}

Key Points:

The main elements of the Bill are to:

- A working-age benefit freeze.
- The new legislation would freeze the main rates of the majority of working age benefits, tax credits and Child Benefit for two years from 2016-17. Pensioners would be protected, as would benefits relating to the additional costs of disability. Statutory payments, such as Statutory Maternity, Paternity, and Adoption Pay would also be exempted.
- The new legislation would lower the benefit cap so that the total amount of benefits a non-working family can receive in a year would be £23,000.
- Households are exempt where someone is entitled to Working Tax Credit or is in receipt of benefits relating to additional costs of disability, or War Widow's and Widower's Pension.
- The Bill includes a duty to report annually on progress against meeting our target of 3 million new apprenticeships.

- Troubled Families Programme: The Bill includes a duty to report annually on progress of the Troubled Families programme. The Bill also seeks to place a requirement on public bodies to provide information to the Secretary of State in order that he may fulfil that duty.
- Put in place a new Youth Allowance for 18-21 year olds with stronger work related conditionality from Day 1. After 6 months they will be required to go on an apprenticeship, training or community work placement;
- Remove automatic entitlement to housing support for 18-21 year olds;
- Provide Jobcentre Plus adviser support in schools across England to supplement careers advice and provide routes into work experience and apprenticeships.^{xvi}

Recent and Ongoing National Legislation

Infrastructure Act 2015

Synopsis:

The Infrastructure Act received Royal Assent on 12th February 2015. The changes introduced by this Act, most of which will come into force at a later date, are intended to make the delivery of a range of infrastructure faster and more efficient through improvements to funding, management and refinement of the planning processes.

Key Points:

A summary of the changes brought by the Infrastructure Act 2015 can be found below:

- The creation of a new Government owned subsidiary company from 1 April 2015 to be known as Highways England will take over the responsibility for strategic roads from the Highways Agency.
- The creation of a strategy for the provision of cycling and walking infrastructure.
- Changes to the nationally significant infrastructure projects planning to improve the administrative process.
- Allow certain types of planning conditions to be discharged upon application if a local authority has not notified the developer of their decision within a prescribed time period
- Transferring responsibility for Local Land Charge searches from local authorities to the Land Registry.
- Changes to the provision of zero carbon homes by allowing off-site 'allowable solutions' to be taken into account.
- Giving communities a right to buy a stake in local renewable electricity schemes.
- Requiring the government to produce a strategy for maximising the economic recovery of UK's offshore petroleum and provide powers to raise levies for holders of certain energy industry licences.
- Streamlining the underground access regime and make it easier for companies to drill for oil, shale gas and geothermal energy.
- Changes to reimburse arrangements whereby electricity customers pay a proportionate of the costs of putting in place infrastructure to connect to the network paid for previously by another customer.
- Providing power to abolish Public Works Loan Commissioners.

For More Information:

[Mark Upton, Infrastructure Act 2015, LGiU, 09/04/15](#)

Policy Developments

House of Commons Education Report: Apprenticeships and Traineeships for 16-19 year olds

Synopsis:

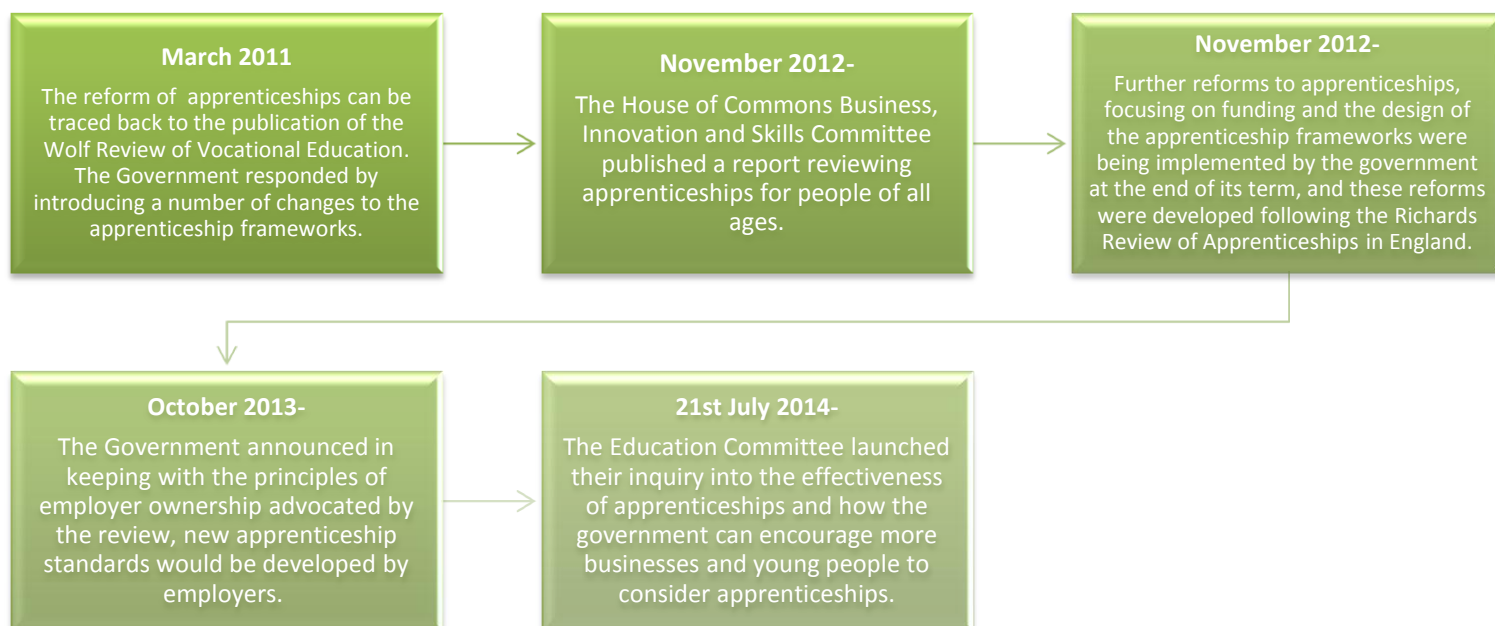
In recent years, the operation of Government-funded apprenticeships and vocational education has undergone significant change due to concerns about the number of young people entering into apprenticeships and the quality of apprenticeships. On the 21st July 2014, the Commons Education Committee launched an inquiry into the effectiveness of apprenticeships, whether apprenticeships represented value for money for the Government and how the Government could encourage more businesses and young people to consider apprenticeships and traineeships.

On the 9th March 2015 the House of Commons published a report entitled 'Apprenticeships and Traineeships for 16-19 year olds' which examined the main findings from the inquiry.

Report Findings:

The report found that the central challenge for the Government's reform programme is to increase the number of young apprenticeship opportunities while ensuring that quality is at least maintained if not improved. The report stated that it supported the Government's efforts to give employers greater say, control and stake in apprenticeships but it must guard against system changes which deter employers, and smaller employers in particular, from participating.

Key Dates:



For More Information:

[Kathy Baker, Apprenticeships and Traineeships for 16-19 year olds: Commons Education Committee, LGiU, 30/04/15](#)

ENDNOTES:

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- ⁱ Janet Sillett, Briefing: Conservative Manifesto Commitments- The Local Government Perspective, LGiU, 12/05/15
- ⁱⁱ Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ⁱⁱⁱ Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{iv} Queen’s Speech 2015: Bill-by-bill, BBC, 27/05/15
- ^v David Paine, Devolution bill paves the way for imposition of elected mayors, LGC, 29/05/15
- ^{vi} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{vii} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{viii} Queen’s Speech 2015: Bill-by-bill, BBC, 27/05/15
- ^{ix} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^x Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xi} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xii} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xiii} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xiv} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xv} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15
- ^{xvi} Hannah Blythe et al, Briefing: Queen’s Speech 2015, LGiU, 27/05/15

SOURCES EMBEDDED WITHIN THE PAPER:

- [Mark Upton, Infrastructure Act 2015, LGiU, 09/04/15](#)
- [Kathy Baker, Apprenticeships and Traineeships for 16-19 year olds: Commons Education Committee, LGiU, 30/04/15](#)

WIRRAL COUNCIL

COORDINATING COMMITTEE

23 June 2015

SUBJECT:	SCRUTINY WORK PROGRAMME
WARD/S AFFECTED:	ALL
REPORT OF:	CHAIR OF COORDINATING COMMITTEE
RESPONSIBLE PORTFOLIO HOLDER:	CLLR ANN MCLACHLAN
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

1.1 This report reviews the scrutiny work programme. The report considers the activities currently being undertaken by the three Policy and Performance Committees. It then goes on to consider the work programme of the Coordinating Committee itself. Members are requested to note the contents of the report and consider the proposals for developing the scrutiny work programme in 2015/16 and the work of the Coordinating Committee.

2.0 BACKGROUND AND KEY ISSUES

2.1 For each of the Policy and Performance Committees the work programme is made up of a combination of standing items, officer reports, items referred and scrutiny reviews. These are set out in a schedule at the start of the municipal year and reviewed at regular meetings of the committee.

2.2 The work programme should align with the corporate priorities of the Council. It should be informed by service priorities and performance, risk management information, public or service user feedback and referrals from the Executive.

2.3 The Council's constitution states that the Coordinating Committee is responsible for: *'determining the overall work programme of the Policy and Performance Committees, including ensuring there is an overall planned approach to in depth reviews'*.

2.4 As the three Policy and Performance Committees have not yet met, it is too early for the Coordinating Committee to review their work programmes. A number of task and finish reviews are currently in progress from the last municipal year and these are highlighted in the table below:

Committee	Review Title
Families and Wellbeing	Safeguarding Children
Regeneration and Environment	Coastal Strategy
Transformation and Resources	Local Welfare Assistance Scheme

- 2.5 It is anticipated that further discussions to inform the work programmes of the three Policy and Performance Committees will take place between their Chairs and Party Spokespersons and at their first formal meetings in July. Following these discussions, the detailed work programme proposals will be reported to the Coordinating Committee for review at its next scheduled meeting in September.
- 2.6 Further to feedback received on the process for scrutinising the budget options in 2014, it is suggested that the three Policy and Performance Committees retain some capacity from mid-September to the end of October for the same process this year. Also in line with last year's approach, it may be necessary for Coordinating Committee or the Chair's and Vice Chairs to agree the budget options scrutiny process to be adopted to ensure consistency.
- 2.7 The proposed remits of the Policy and Performance Committees are set out in a separate report elsewhere on the agenda for this meeting. This aligns all Council service activity to one of the three Policy and Performance Committees. Therefore, in terms of future work planning, Coordinating Committee should only focus on the following:
- Strategic, cross-cutting activity that does not clearly fall under the remit of one of the other Policy and Performance Committees,
 - Dealing with activities referred from other Committees (including call-in),
 - Monitoring the scrutiny work programme and the progress of the other Policy and Performance Committees, and
 - Improving and developing the scrutiny function.
- 2.8 This is consistent with the Council's constitution which states that Coordinating Committee is responsible for:
- a. Determining the Overview and Scrutiny Rules and operational protocols set out in Part 4 insofar as they have not otherwise been determined by statute or reserved to the Council.
 - b. Determining the overall work programme of the Policy and Performance Committees, including ensuring there is an overall planned approach to in-depth reviews generated by the 3 committees.
 - c. Allocating responsibilities to the Policy and Performance Committees where there is ambiguity or a matter is the concern of more than one committee.
 - d. Considering any matter affecting the area or its inhabitants including matters referred by constituency committees and councillor calls for action, and exercises the right to call in, for reconsideration, decisions made but not yet implemented by the Cabinet.
 - e. Approving an overview and scrutiny forward work programme, including the programme of any sub-committees it appoints so as to ensure that committees' and sub-committees' time is effectively and efficiently utilised.

- 2.9 In terms of the Coordinating Committee, there are currently no items of task and finish work in progress from 2014/15. In the previous municipal year, the work programme of the Committee was taken up by additional meetings required to review a number of Cabinet decisions that were subject to call-in. In this regard, the committee should be mindful to retain capacity in its future work programming.
- 2.10 A draft work programme for Coordinating Committee is included as Appendix 1. This includes potential reviews identified during the last municipal year for Committee's consideration going forward.
- 2.11 In terms of the standing items at Coordinating Committee meetings, it is proposed that Corporate Plan Performance Management and Financial Monitoring reports continue to be provided at regular Coordinating Committee meetings. It is also proposed that a regular Policy update is provided. This is included elsewhere on this agenda.
- 2.12 In the case of Corporate Plan Performance management reports, it is proposed that the committee continues to receive these reports in order that it can maintain an overview of performance. However, in terms of exception reports (provided for red rated indicators), it proposed that the detailed scrutiny of these is referred to the relevant Policy and Performance Committee. Previously, there has been some duplication with exception reports being reviewed both by the Coordinating Committee (through the Corporate Plan Performance Report) and the Directorate Policy and Performance Committees (through the more detailed Directorate Plan Performance Report).

PROGRESS IMPLEMENTING PREVIOUS RECOMMENDATIONS

- 2.12 There are currently no outstanding recommendations, from previous scrutiny reviews that fall under the remit of this committee.

3.0 RELEVANT RISKS

- 3.1 There are none arising from this report.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 N/A

5.0 CONSULTATION

- 5.1 N/A

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

- 6.1 There are none relating to this report.

7.0 IMPLICATION FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 7.1 There are none arising from this report.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

7.1 There are none arising from this report.

8.0 LEGAL IMPLICATIONS

8.1 There are none arising from this report.

9.0 EQUALITIES IMPLICATIONS

9.1 There are none arising from this report.

10.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

10.1 There are none arising from this report.

11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

11.1 There are none arising from this report.

12.0 RECOMMENDATIONS

12.1 Committee notes the current position with regard to the work programmes of the other three Policy and Performance Committees and agree to review their emerging work programmes at its next meeting in September.

12.2 The Chairs of the Policy and Performance Committees note the requirement to allocate time towards the scrutiny of budget options in September/October.

12.3 Members consider Coordinating Committee's role, the draft work programme at Appendix 1 and other information provided on this agenda to determine what items of work they wish to prioritise.

12.3 Members consider the proposals around the scrutiny of performance exception reports set out in 2.11.

13.0 REASON FOR RECOMMENDATION

13.1 For the committee to discharge its scrutiny function in relation to this area of Council business.

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APPENDICES

Appendix 1 – Coordinating Committee Work Programme

BACKGROUND PAPERS/REFERENCE MATERIAL

N/A

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Coordinating Committee	02 July 2014
Coordinating Committee	03 September 2014
Coordinating Committee	27 February 2015

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Appendix 1 - DRAFT 2015-16 Coordinating Committee Work Programme

Key Activities	Lead Member / Officer	Reason for Review	May 2014	June 2014	July 2014	Aug 2014	Sept 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	April 2015	Outcome
Regular Committee Dates				23rd			30th					16th	23rd		
Scheduled Reviews															
Approach to scrutinising budget options		Requested by Chair													
Potential Reviews															
Cumulative Impact Policy		Requested by Member													
Review Constituency Committee decision-making		Requested by Member													
Pre decision scrutiny		Requested by Member													
Officer Reports															
Meeting Procedure Rules		Provided by officers													
Policy & Performance Committee Remits		Provided by officers													
Corporate Plan Performance 2014/15 Year End Report		Provided by officers													
Year End Budget Report		Provided by officers													
Corporate Plan		Provided by officers													
Referrals from other Committees															
Notice of Motion - Review of number of councillors and election cycle.		Referred by the Mayor at Council 20/10/14													
Call-in meetings															
Standing Items															
Work Programme Review															
Corporate Plan Performance Report															
Financial Monitoring															
Policy Update															

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