

WIRRAL COUNCIL

Policy and Performance Coordinating Committee

02 July 2014

SUBJECT:	WORK PROGRAMME REPORT
WARD/S AFFECTED:	ALL
REPORT OF:	Chair of the Coordinating Committee

1.0 EXECUTIVE SUMMARY

1.1 This report sets out a proposed approach for developing the scrutiny work programme for 2014/15. It provides a summary of the work undertaken in 2013/14 and those items outstanding to determine if they should remain on the work programme going forward. Consideration is given to the need for flexibility in the work programme, particularly in terms of scrutinising options arising from the Future Council Programme in September. Members of Coordinating Committee are requested to approve the way forward proposed.

2.0 BACKGROUND AND KEY ISSUES

2.1 In line with the Council's constitution, the Coordinating Committee is responsible for determining the Scrutiny Work Programme across the four Policy and Performance Committees. The work programme should align with the corporate priorities of the Council and should be informed by:

- Service Performance information
- Risk management information
- Service priorities including any planned service changes
- Public or service user feedback
- Referrals from the Executive

2.2 In determining items for the Scrutiny Work Programme, good practice recommends the following criteria should be applied:

- **Public Interest** – topics should resonate with the local community
- **Impact** – there should be clear objectives and outcomes that make the work worthwhile
- **Council Performance** – the focus should be on improving performance
- **Keeping in Context** – should ensure best use of time and resources

2.3 It is recognised that flexibility will always need to be retained within the work programme to undertake any urgent work at short notice in response to new priorities. In line with the referral from Cabinet 10 April 2014, the new work programme will need to retain sufficient capacity to scrutinise options emerging from the Future Council Process.

3.0 WORK PROGRAMME 2013/14

3.1 In 2013/14, a work programme was developed for each Policy and Performance Committee that included the following elements:

- Scheduled Scrutiny Reviews
- Potential Scrutiny Reviews
- Reports Requested
- Standing Item Reports

3.2 The four work programmes are attached as Appendices 1- 4 to illustrate the scope of activity across the four committees and what was delivered. A summary of the scrutiny reviews currently in progress and topics proposed but not yet scheduled for delivery is summarised in the table below:

Committee	Topic
Coordinating Committee	<ul style="list-style-type: none"> • Universal Credit (<i>proposed</i>) • Review the content of the wider Scrutiny Work Programme (<i>proposed</i>) • Quality Assurance of previous Scrutiny Reviews to promote good practice (<i>proposed</i>) • Review the consistency of developing recommendations (<i>proposed</i>) • Review how Constituency Committee decision-making is scrutinised (<i>proposed</i>)
Families & Wellbeing	<ul style="list-style-type: none"> • Safeguarding Children (<i>in progress</i>) • Domestic Violence (<i>proposed</i>) • Reducing hospital admission and dependency on nursing and residential home for older people (<i>proposed</i>) • The detrimental effects of over consumption of alcohol on communities and how agencies can work collaboratively to reduce them (<i>proposed</i>) • Health Inequalities (<i>proposed</i>) • Services for BME Communities (<i>proposed</i>)
Regeneration & Environment	<ul style="list-style-type: none"> • Review of Apprenticeships (<i>in progress</i>) • Review of Car Parking Strategy (<i>in progress</i>) • Review of street cleansing post budget options (<i>proposed</i>) • Monitoring the highways contract (<i>proposed</i>) • Regional Growth - Offshore Industry (<i>proposed</i>) • Coastal Issues (<i>proposed</i>)
Transformation & Resources	<ul style="list-style-type: none"> • Review of sickness absence process (<i>proposed</i>) • Local Welfare Assistance Scheme (<i>proposed</i>)

4.0 APPROACH TO DEVELOPING 2014/15 WORK PROGRAMME

- 4.1 In line with feedback from the 2013/14 municipal year, it is proposed that each committee establishes a working group to review items carried forward from last year and consider new items for the work programme for 2014/15. Each working group should propose a list of topics with a clear order of priority, in order that capacity can effectively be apportioned and managed across the whole scrutiny programme.
- 4.2 Proposals will be reviewed by the Coordinating Committee at its meeting in September to ensure the overall scrutiny programme is appropriately balanced, avoids duplication and fulfils the criteria set out in 2.2 above.

5.0 PROGRESS IMPLEMENTING PREVIOUS RECOMMENDATIONS

- 5.1 The outstanding recommendations from previous scrutiny reviews for this committee are limited to those from the review into the Council's preparation for Individual Electoral Registration (IER) reported to Committee in January.
- 5.2 In line with a specific recommendation of the panel, the transfer to IER is being included on the agendas of the next round of Constituency Committees to ensure borough wide promotion of this change to arrangements for electoral registration.
- 5.3 The transfer process for IER commences at the start of July and runs through until December. As such, it is proposed an update report, setting out progress generally and reporting back on all the review recommendations is scheduled for the next Coordinating Committee in September.

6.0 RELEVANT RISKS

- 6.1 There are none arising from this report.

7.0 OTHER OPTIONS CONSIDERED

- 7.1 N/A

8.0 CONSULTATION

- 8.1 A meeting of the Chairs and Vice Chairs of all three Policy and Performance Committees was held in January to review the lessons learnt from implementing the new arrangements for scrutiny and to review progress in managing and delivering the Scrutiny Work Programme.

9.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

- 9.1 N/A

10.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 10.1 N/A

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

- 11.1 N/A

12.0 LEGAL IMPLICATIONS

12.1 N/A

13.0 EQUALITIES IMPLICATIONS

13.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?
(c) No because of another reason which is - The report is for information to Members and there are no direct equalities implications at this stage.

14.0 CARBON REDUCTION AND ENVIRONMENTAL IMPLICATIONS

14.1 N/A

15.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

15.1 N/A

16.0 RECOMMENDATION/S

16.1 Members are requested to note the completed and outstanding items from the 2013/14 work programme.

16.2 Members are requested to approve the approach to developing the 2014/15 work programme as set out in section 4 above.

17.0 REASON/S FOR RECOMMENDATION/S

17.1 For Members of the Policy and Performance Coordinating Committee to consider how best to develop the Scrutiny Work Programme for 2014/15.

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

APPENDICES

Appendix 1 – Coordinating Committee Work Programme

Appendix 2 – Work Programme of Families and Wellbeing Committee

Appendix 3 – Work Programme of Regeneration and Environment Committee

Appendix 4 – Work Programme of Transformation and Resources Committees