POLICY DEVELOPMENT TIMELINE AND TOPIC SELECTION PROCESS

TIMELINE FOR POLICY DEVELOPMENT
(TO BE USED AS A GUIDE AND TO BE FLEXIBLE TO POLICY DEVELOPMENT REQUIREMENTS BASED ON TOPIC)

FEBRUARY/ MARCH

DIRECTOR DISCUSSIONS WITH CHAIRS AND SPOKES

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EARLY JUNE

REPORT TO POLICY AND SERVICE COMMITTEES

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LATE JUNE/ JULY

POLICY DEVELOPMENT TOPIC SELECTION AT TASK AND FINISH GROUP MEETING

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AUGUST/SEPTEMBER/OCTOBER

WORK UNDERWAY ON SELECTED POLICY DEVELOPMENT TOPICS

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NOVEMBER

POLICY AND SERVICE COMMITTEES TO CONSIDER ANY RECOMMENDATIONS

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DECEMBER

ACTIONS TO BE IMPLEMENTED

POLICY DEVELOPMENT TOPIC SELECTION PROCESS

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IDENTIFYING

WHAT IS THE POLICY DEVELOPMENT ISSUE/ TOPIC/ PROJECT UNDER CONSIDERATION?

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WHAT

WHAT IS THE TASK AND FINISH GROUP BEING ASKED TO DO?

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ADDED VALUE

WHAT ARE THE REASONS AND EXPECTED BENEFITS OF POLICY DEVELOPMENT IN THIS AREA

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STRATEGIC CONSIDERATIONS

HOW DOES THE POLICY DEVELOPMENT TOPIC ALIGN TO THE COUNCIL'S STRATEGIC AMBITIONS (COUNCIL PLAN 2023 – 27 AND UNDERPINNING STRATEGIC FRAMEWORK)

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DEADLINE

WHAT IS THE TIMEFRAME AND EXPECTED DEADLINE FOR POLICY DEVELOPMENT IN THIS AREA
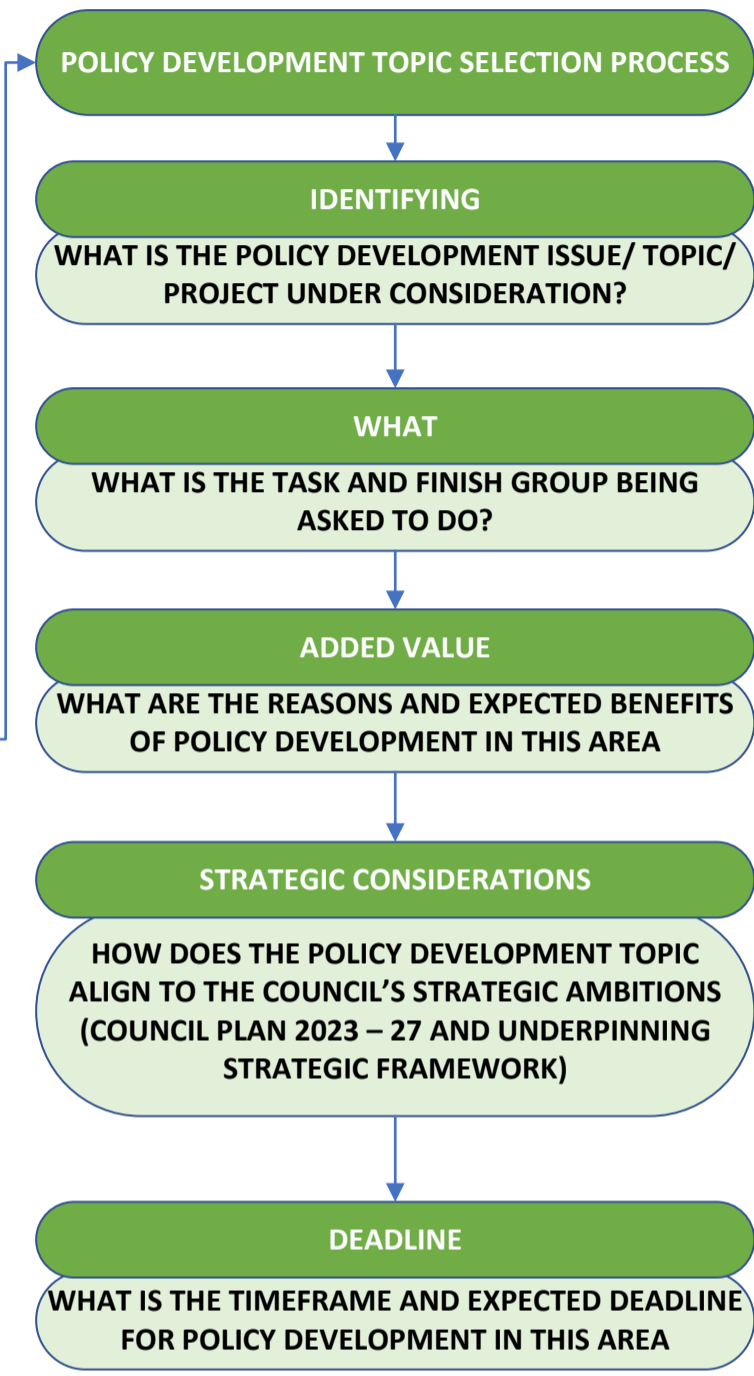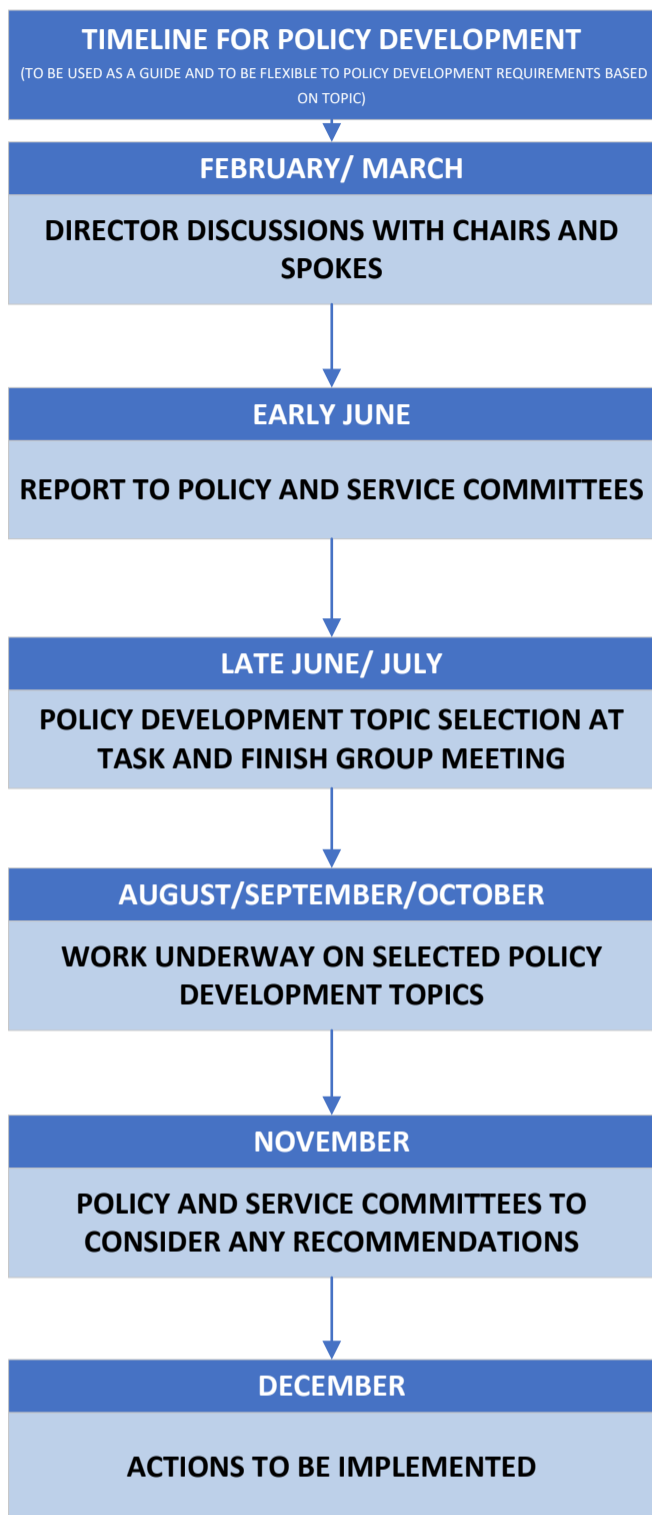

TOPICS ARE SUITABLE FOR POLICY DEVELOPMENT WHEN:

- POLICY DEVELOPMENT COULD HAVE AN IMPACT AND ADD VALUE.

- THE TOPIC IS TIMELY AND OF HIGH LOCAL IMPORTANCE AND REFLECTS THE CONCERNS OF LOCAL PEOPLE.

- THE RESOURCES ARE AVAILABLE THAT WOULD BE REQUIRED TO CONDUCT POLICY DEVELOPMENT, IN TERMS OF MANPOWER AND BUDGET.

- IT AVOIDS WORK DUPLICATION ELSEWHERE.

- THE ISSUE IS ONE THAT THE COMMITTEE CAN REALISTICALLY INFLUENCE.

- THE ISSUE IS RELATED TO AN AREA WHERE THE COUNCIL, OR ONE OF ITS PARTNERS, IS NOT PERFORMING WELL.

- THE ISSUE IS RELEVANT TO ALL OR LARGE PARTS OF THE LOCAL AREA.

- THE REVIEW WOULD BE IN THE COUNCIL'S INTERESTS (AND ALIGNED TO THE ORGANISATIONS STRATEGIC PRIORITIES AS OUTLINED IN THE COUNCIL PLAN).