



ST HELENS
BOROUGH COUNCIL

Cabinet

11 November 2020

Report Title:	Cabinet Response to Scrutiny Review of the Council's Use of Paper and Plastics
Cabinet Portfolio	Environment & Transport
Cabinet Member	Councillor Andy Bowden
Exempt Report	No
Reason for Exemption	N/A
Key Decision	No
Public Notice issued	N/A
Wards Affected	None
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Borough priorities Please mark X for any priority supported by this report NB Use Section 4 - Background Information to explain how each selected priority is supported	Ensure children and young people have a positive start in life	
	Promote good health, independence and care across our communities	
	Create safe and strong communities for our residents	
	Support a strong, diverse and well-connected local economy	
	Create a green, thriving and vibrant place to be proud of	X
	Be a modern, efficient and effective Council	

1. Summary

- 1.1 This report presents to Cabinet a proposed action plan in response to the recommendations made by the former Scrutiny Panel following their review of the Council's use of paper and plastics.

2. Recommendations for Decision

Cabinet is recommended to:

- i) **approve the Action Plan attached at Appendix 1 setting out the response to the recommendations arising from the Scrutiny Review of the Council's use of paper & plastics.**

3. Purpose of this Report

- 3.1 To outline the proposed action plan in response to the recommendations arising from the Scrutiny Review.

4. Background /Reasons for the recommendations

- 4.1 The former Environment, Regeneration, Housing, Culture & Leisure Scrutiny Panel commissioned a task and finish group to review the Council's use of paper and plastics as part of its work programme for 2019/20. The Panel's report and recommendations were reported to Cabinet on 23 September 2020. The Panel made fifteen recommendations and the Action Plan attached at Appendix 1 sets out the response to each of these and the timescales for completion of the actions identified.
- 4.2 The Council's Constitution provides rules regarding the submission of reports by Overview and Scrutiny to Cabinet and the provision of a response to reports by Cabinet; as set out in Sections 8 and 9 of the Overview and Scrutiny Procedure Rules contained in Part 4 of the Constitution. In summary, the Constitution requires Overview and Scrutiny to submit reports to Cabinet, with a response from a member of the Cabinet, nominated by the Leader, and officers to be provided within one month of receiving the report.
- 4.3 The response of Cabinet will be presented to the Place Services Scrutiny Committee meeting on 24 November 2020 where the nominated Cabinet Member and officers will be requested to present the response.

5. Community Impact Assessment

The Community Impact Assessment identified the following key implications

- 5.1 The recommendations from the Paper and Plastic Scrutiny Review will need to be embedded within the Environmental Impact Assessment, which is part of the Council's Community Impact Assessment tool. This is currently the main tool through which the recommendations of the Task and Finish Group will be implemented and embedded within all future Council decisions, policies, and commissioning.
- 5.2 The full Community Impact Assessment is attached at Appendix 2.

6 Consideration of Alternatives

- 6.1 None. There is a requirement under the Council's Constitution for a member of the Cabinet, nominated by the Leader, to provide a response to the report and recommendations submitted by Overview and Scrutiny.

7 Conclusions

- 7.1 Some of the recommendations in the scrutiny review relate to issues which have already been addressed as a result of being accelerated due to the Covid-19 pandemic, for example the IT device refresh programme.

8. Implications

8.1 Legal Implications

- 8.1.1 The recommendations for Cabinet to consider this report and provide a response adheres to the rules within the Constitution and comply with legislation relating to overview and scrutiny.

8.2 Community Impact Assessment (CIA) Implications

8.2.1 Social Value

- 8.2.1.1 It is noted that some recommendations within the report relate to the Council's use of (and therefore purchasing of) particular supplies and equipment which may have implications for local spending and procurement.

8.2.2 Sustainability and Environment

- 8.2.2.1 The Task and Finish Group recommendations support the reduction of consumption – with the proposed move to both a paper light and plastic light policies, and a clear target for the reduction of paper consumption.

8.2.3 Health and Wellbeing

- 8.2.3.1 None

8.2.4 Equality and Human Rights

- 8.2.4.1 It is acknowledged within the Task Group Report that some of its recommendations could not be applied across all employees/customers of the Council given potential additional needs to access documents i.e. the use of certain technology or paper copies of documents for those with visual impairment needs or other disability.

8.3 Customers and Resident

8.3.1 Some of the recommendations in the Task Group Report may lead to changes in the way services are provided to customers/residents.

8.4 Asset and Property

8.4.1 The Task Group Report does not make direct proposals in relation to the Council's asset base or its occupation however some of the recommendations relating to ways of working within the Council may have implications for occupancy. However, these recommendations relate to strategies (such as agile working) that the Council is already developing/employing where consideration is being/has been given to the implications for the Council's asset base and occupancy already.

8.5 Staffing and Human Resource

8.5.1 None

8.6 Risks - What are the issues? How are we mitigating them?

8.6.1 Some of the recommendations are cross-cutting and impact on different areas of the Council. A Climate Action Working Group to be established by March 2021 will lead on the implementation of the cross-cutting issues.

8.7 Finance

8.7.1 Reductions in the use of paper and plastics will lead to reduced expenditure within each department. The actual reduction in expenditure will depend upon the timing of implementation of recommendations in the Action Plan and the quantum of reduced usage. The financial impact will be reported to Members, as part of future Financial Monitoring Reports, where applicable.

8.8 Policy Framework Implications

8.8.1 The Task Group Report includes some recommendations related to new or existing policies and strategies.

9. **Background papers**

9.1 Overview and Scrutiny Commission Agenda and Minutes of meeting held on 20 July 2020

Council's Use of Paper and Plastics Task and Finish Group Report

Community Impact Assessment

10. **Appendices**

10.1 Appendix 1 – Table of Recommendations & Actions