

Report to:	Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services)	Date of Meeting:	22 September 2022
Subject:	Work Programme 2022/23, Scrutiny Review Topics and Key Decision Forward Plan		
Report of:	Chief Legal and Democratic Officer	Wards Affected:	All
Cabinet Portfolio:	Regulatory, Compliance and Corporate Services		
Is this a Key Decision:	No	Included in Forward Plan:	No
Exempt / Confidential Report:	No		

Summary:

To seek the views of the Committee on the Work Programme for 2022/23, identify potential topics for scrutiny reviews to be undertaken by a Working Group(s) appointed by the Committee; identify any items for pre-scrutiny by the Committee from the Key Decision Forward Plan; to update on the Liverpool City Region Combined Authority Overview and Scrutiny Committee; and to update on issues considered at previous meetings of the Committee.

Recommendation:

That:

- (1) the Work Programme for 2022/23, as set out in Appendix 1 to the report, be considered, along with any additional items to be included and thereon be agreed;
- (2) consideration be given to whether the Committee would like to select a further topic for a Working Group review; or wait until the completion of the recently established Corporate Communications and Covid-19 Working Group;
- (3) consideration be given to items for pre-scrutiny from the Key Decision Forward Plan as set out in Appendix 3 to the report, which fall under the remit of the Committee and any agreed items be included in the Work Programme referred to in (1) above;
- (4) the update on the Liverpool City Region Combined Authority Overview and Scrutiny Committee be noted; and
- (5) the update on matters considered at previous meetings of the Committee in relation to the procurement for the provision of enforcement agent services and the Elections Act 2022 be noted.

Reasons for the Recommendation(s):

To determine the Work Programme of items to be considered during the Municipal Year 2022/23 and identify scrutiny review topics which would demonstrate that the work of the Overview and Scrutiny 'adds value' to the Council.

The pre-scrutiny process assists Cabinet Members to make effective decisions by examining issues before making formal decisions.

Alternative Options Considered and Rejected: (including any Risk Implications)

No alternative options have been considered as the Overview and Scrutiny Committee needs to approve its Work Programme and identify scrutiny review topics.

What will it cost and how will it be financed?

There are no direct financial implications arising from this report. Any financial implications arising from the consideration of a key decision or relating to a recommendation arising from a Working Group review will be reported to Members at the appropriate time.

(A) Revenue Costs – see above

(B) Capital Costs – see above

Implications of the Proposals:

Resource Implications (Financial, IT, Staffing and Assets): None	
Legal Implications: None	
Equality Implications: There are no equality implications.	
Climate Emergency Implications:	
The recommendations within this report will	
Have a positive impact	No
Have a neutral impact	Yes
Have a negative impact	No
The Author has undertaken the Climate Emergency training for report authors	Yes
There are no direct climate emergency implications arising from this report. Any climate emergency implications arising from the consideration of reports referred to in the Work Programme will be contained in such reports when they are presented to Members at the appropriate time.	

Contribution to the Council's Core Purpose:

Protect the most vulnerable: None directly applicable to this report but reference in the Work Programme to the approval of, and monitoring of recommendations contained in Digital inclusion Working Group Final Report will help with the aim of ensuring that people have the capability to use the internet to do things that benefit them on a day-to-day basis - whether they be individuals, businesses or other entities e.g. the voluntary sector; and aim to reduce digital exclusion and the digital divide that can exist within society for a variety of reasons.
Facilitate confident and resilient communities: None directly applicable to this report. The aim of the Corporate Communications and Covid-19 Working Group is to assess the changes instigated by in communicating with residents during the Covid-19 pandemic; the impact the changes have had; and how such changes shape the future of the Council communicating with its communities. See reference to the Digital Inclusion Working Group referred to above.
Commission, broker and provide core services: None directly applicable to this report but reference in the Work Programme to the presentation on the update on the Commissioning and the Procurement Policy will raise awareness of associated issues with Members. The Working Group established by the Committee to review the Council's Ethical Business Practices will look into ethical procurement. See also reference to the Digital Inclusion Working Group referred to above.
Place – leadership and influencer: None directly applicable to this report.
Drivers of change and reform: None directly applicable to this report. See reference to the Digital Inclusion Working Group referred to above.
Facilitate sustainable economic prosperity: None directly applicable to this report. See reference to the Digital Inclusion Working Group referred to above.
Greater income for social investment: None directly applicable to this report.
Cleaner Greener: None directly applicable to this report but reference in the Work Programme to the submission of the report on Air Quality Monitoring will raise awareness of associated issues with Members.

What consultations have taken place on the proposals and when?

(A) Internal Consultations

This report is not subject to LD and FD comments. Any specific financial and legal implications associated with any subsequent reports arising from the report will be included in those reports as appropriate.

Liverpool City Region Combined Authority

(B) External Consultations

Not applicable

Implementation Date for the Decision

Immediately following the Committee meeting.

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Appendices:

The following appendices are attached to this report:

- Overview and Scrutiny Committee Work Programme for 2022/23
- Criteria Checklist for Selecting Topics for Review
- Latest Key Decision Forward Plan items relating to this Overview and Scrutiny Committee

Background Papers:

There are no background papers available for inspection.

Introduction/Background

1. WORK PROGRAMME 2022/23

- 1.1 The Work Programme of items to be submitted to the Committee for consideration during the Municipal Year 2022/23 was approved by the Committee on 14 June 2022 as set out in Appendix 1 to the report. The programme has been produced in liaison with the appropriate Heads of Service, whose roles fall under the remit of the Committee.
- 1.2 The Work Programme has been produced based on items included in last year's Programme.
- 1.3 Members are requested to consider whether there are any other items that they wish the Committee to consider, that fall within the terms of reference of the Committee. The Work Programme will be submitted to each meeting of the Committee during 2022/23 and updated, as appropriate.

2. SCRUTINY REVIEW TOPICS 2022/23

- 2.1 It is usual practise for the Committee to appoint a Working Group(s) to undertake a scrutiny review of services during the Municipal Year.
- 2.2 At its last meeting held on 14 June 2022 the Committee agreed to establish a Corporate Communications and Covid-19 Working Group.
- 2.3 The Committee is requested to consider whether a further Working Group should be selected; or wait until the completion of the recently established Corporate Communications and Covid-19 Working Group.
- 2.4 A criteria checklist for selecting and rejecting potential topics to review is attached at Appendix 2, to assist the Committee in selecting topics and appointing Working Group(s) for the Municipal Year.

2.5 **Corporate Communications and Covid-19 Working Group**

At its meeting held on 14 June 2022 the Committee agreed to establish a Corporate Communications and Covid-19 Working Group. The aim of the Working Group is to assess the changes instigated by Corporate Communications in communicating with residents during the Covid-19 pandemic; the impact the changes have had; and how such changes shape the future of the Council communicating with its communities.

Councillors Bradshaw, Byrom, Carlin and Robinson have agreed to serve on the Working Group.

At the time of preparation of this report the first meeting of the Working Group was being arranged. Updates on meetings of the Working Group will be submitted to the next meeting of the Committee.

3. PRE-SCRUTINY OF ITEMS IN THE KEY DECISION FORWARD PLAN

- 3.1 Members may request to pre-scrutinise items from the Key Decision Forward Plan which fall under the remit (terms of reference) of this Committee. The Forward Plan which is updated each month, sets out the list of items to be submitted to the Cabinet for consideration during the next four-month period.
- 3.2 The pre-scrutiny process assists Cabinet Members to make effective decisions by examining issues beforehand and making recommendations prior to a determination being made.
- 3.3 The Overview and Scrutiny Management Board has requested that only those key decisions that fall under the remit of each Overview and Scrutiny Committee should be included on the agenda for consideration.
- 3.4 The latest Forward Plan is attached at Appendix 3 for this purpose. For ease of identification, items listed on the Forward Plan for the first time appear as shaded.
- 3.5 Should Members require further information in relation to any item on the Key Decision Forward Plan, would they please contact the relevant Officer named against the item in the Plan, prior to the Meeting.

4. LIVERPOOL CITY REGION COMBINED AUTHORITY OVERVIEW AND SCRUTINY COMMITTEE

- 4.1 As Members will be aware, the Overview and Scrutiny Management Board and the four Overview and Scrutiny Committees considered a report on the guidance produced by the Ministry of Housing, Communities and Local Government relating to Overview and Scrutiny in Local and Combined Authorities following on from the Communities and Local Government Select Committee's inquiry into Overview and Scrutiny.
- 4.2 The Overview and Scrutiny Management Board and the four Overview and Scrutiny Committees all agreed the recommendations contained in the report, one of which being that updates on Liverpool City Region Combined Authority

Overview and Scrutiny Committee (LCRCAO&S) be included in the Work Programme report considered at each Overview and Scrutiny Committee meeting.

4.3 In accordance with the above decision, information on the LCRCAO&S is set out below.

4.4 **Role**

The Overview and Scrutiny Committee was established by the Combined Authority in May 2017 in accordance with the Combined Authorities Order 2017.

The role of the Overview and Scrutiny Committee is to:

- Scrutinise the decision and actions taken by the Combined Authority or the Metro Mayor;
- Provide a 'critical friend to policy and strategy development;
- Undertake scrutiny reviews into areas of strategic importance for the people of the Liverpool City Region; and
- Monitor the delivery of the Combined Authority's strategic plan.

4.5 **Membership**

The Committee is made up of 3 elected Members from each of the constituent Local Authorities of the LCR Combined Authority, along with one elected Member from both the Liverpool City Region Liberal Democrat Group and the Liverpool City Region Conservative Group.

Sefton's appointed Members are Councillors Hansen, Howard and Waterfield. Councillor Waterfield is Sefton's Scrutiny Link.

4.6 **Chair and Vice-Chair**

The Chair and Vice-Chair of the LCRCAO&S cannot be Members of the majority group. Councillor Steve Radford, a Liberal Party and Independent Group Councillor serving on Liverpool City Council has been appointed Chair for the 2022/23 Municipal Year; and Councillor Pat Moloney, a Liberal Democrat Councillor serving on Liverpool City Council has been appointed Vice-Chair.

4.7 **Quoracy Issues**

In the past a high number of meetings of the LCRCAO&S have been inquorate.

The quorum for meetings of the LCRCAO&S is 14, two-thirds of the total number of members, 20. This high threshold is not set by the Combined Authority but is set out in legislation.

4.8 **Meetings**

Information on all meetings and membership of the LCRCAO&S can be obtained using the following link

<https://moderngov.merseytravel.gov.uk/ieListMeetings.aspx?CId=365&Year=0>

4.9 The last meeting of the LCRCAO&S was held on 13 July 2022. The Committee considered the following items:

- Appointment of Chair and Vice-Chair for 2022/23
- Verbal update from Metro Mayor Steve Rotheram
- Appointments of Scrutiny Members to the Audit and Governance Committee 2022/23
- LCR Overview and Scrutiny Committee Work Programme 2022-23
- Apprenticeship Task and Finish Group - Final Report 2021/22
- Liverpool City Region Combined Authority Corporate Plan 2021-24 - Q4 Performance Report 2021-22
- UK Shared Prosperity Fund (UKSPF)
- The Liverpool City Region Spatial Development Strategy Engagement Proposals

4.10 The next meeting of the Committee is scheduled to be held on 7 September 2022. At this meeting the Committee will consider items relating to:

- Portfolio Holder Update - Business Support
- Race Equality Programme
- Recommendations of the Improving Disability Employment Opportunities in the Liverpool City Region Task and Finish Group
- Work Programme Update

4.11 The Committee is requested to note the update on the Liverpool City Region Combined Authority Overview and Scrutiny Committee.

5. ITEMS CONSIDERED AT PREVIOUS MEETINGS

5.1 Procurement for the Provision of Enforcement Agent Services

5.2 At its meeting held on 14 June 2022 the Committee the work programme for the forthcoming Municipal Year. This report also contained the latest Forward Plan showing anticipated matters for consideration by Cabinet that fell within the remit of the Committee. One such matter related to the procurement for the provision of enforcement agent services; and the Committee requested that enquiries be undertaken to provide further information on this issue.

5.3 A report on this matter was considered by Cabinet at its meeting held on 28 July 2022. Members of the Overview and Scrutiny Committee were provided with a copy of this report by email on 2 August 2022. A link to the Cabinet meeting containing the report can be found below:

[Sefton Home](#)

5.4 **Elections Act 2022**

At its meeting held on 14 June 2022 the Committee also requested that a report be submitted to a future meeting on the impact of the Elections Act 2022 and the requirement for voters to produce photographic identification in polling stations. It is anticipated that a report will be submitted on this matter to the meeting to be held on 1 November 2022 and the Work Programme has been updated accordingly.