

Report to:	Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services)	Date of Meeting:	12 September 2017
Subject:	Work Programme 2017/18, Scrutiny Review Topics and Key Decision Forward Plan		
Report of:	Head of Regulation and Compliance	Wards Affected:	(All Wards);
Portfolio:	Regulatory, Compliance and Corporate Services		
Is this a Key Decision:	No	Included in Forward Plan:	No
Exempt / Confidential Report:	No		

Summary:

To update the Committee on the draft Work Programme for 2017/18, topics for scrutiny reviews to be undertaken by a Working Group(s) appointed by the Committee and identify any items for pre-scrutiny by the Committee from the Key Decision Forward Plan.

Recommendation:

That:-

- (1) the Work Programme for 2017/18, as set out in Appendix 1 to the report, be considered, along with the suggested additional items as detailed in paragraph 1.2 of the report;
- (2) it be noted that the commencement of the Digital Inclusion Working Group will be deferred until November 2017;
- (3) Councillors Bradshaw, Linda Cluskey and Daniel Lewis be appointed to serve on the Digital Inclusion Working Group; and
- (4) the Committee considers items for pre-scrutiny from the Key Decision Forward Plan as set out in Appendix 2 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.

Reasons for the Recommendation(s):

The determination of the Work Programme containing items to be considered during the Municipal Year 2017/18 and the identification of scrutiny review topics demonstrates that the work of the Overview and Scrutiny 'adds value' to the Council.

The pre-scrutiny process assists effective decision making by examining issues before the Cabinet Member or Cabinet make 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.

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 the Licensing/Child Sexual Exploitation Working Group Final Report will help to protect vulnerable members of Sefton’s communities.
Facilitate confident and resilient communities: None directly applicable to this report but reference in the Work Programme to the approval of, and monitoring of a recommendation contained in the Licensing/Child Sexual Exploitation Working Group Final report to make parents/guardians in Sefton aware of an online learning tool to learn the signs and indicators of when a child might be being exploited will create the capacity and motivation for parents/guardians to get involved and create an environment in which they are less reliant on public sector support.
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.
Place – leadership and influencer: None directly applicable to this report.
Drivers of change and reform: None directly applicable to this report but reference in

the Work Programme to the submission of the report updating on the implementation of recommendations contained in the Customer Experience of Claiming Council Administered Benefits and Financial Support Final Report will play a key role in leading change and reform to improve outcomes for Sefton residents.

Facilitate sustainable economic prosperity: None directly applicable to this report but as mentioned above reference in the Work Programme to the submission of the report updating on the implementation of recommendations contained in the Customer Experience of Claiming Council Administered Benefits and Financial Support Final Report will play a key role in leading change and reform to improve financial outcomes for Sefton residents

Greater income for social investment: None directly applicable to this report but reference in the Work Programme to the approval of, and monitoring of recommendations contained in the Accommodation Strategy/Agile Working Working Group Final Report will help the Council develop a commercial nature regarding its Asset and Property Maximisation option that the Council identified, via a Budget Planning Assumption, that £3.3m revenue costs would be saved within the medium term financial plan period 2017/18 to 2019/20.

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

The Head of Corporate Resources (FD4770/17.) and Head of Regulation and Compliance (LD4054/17) have been consulted and any comments have been incorporated into the report.

(B) External Consultations

Not applicable

Implementation Date for the Decision

Immediately following the Committee meeting.

Contact Officer:	Paul Fraser
Telephone Number:	0151 934 2068
Email Address:	Paul.fraser@sefton.gov.uk

Appendices:

The following appendices are attached to this report:

- Overview and Scrutiny Committee Work Programme for 2017/18
- 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 2017/18

- 1.1 The Committee at its last meeting held on 13 June 2017 approved a Work Programme of items to be submitted to the Committee for consideration during the Municipal Year 2017/18 and the Work Programme is 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 Since the last meeting of the Committee the Chair, Councillor Bradshaw and Councillor Lappin, Cabinet Member, have met with the Head of Regulation and Compliance and the Head of Corporate Resources and the following additional issues have been identified for inclusion in the Work Programme:-

Reports

- Environmental Services – report about the service option to reduce the structure by £500k and to consider the different ways of working that this has necessitated. It is recommended that this report be considered at the 31 October 2017 meeting
- Business Continuity - It is recommended that this report be considered at the 6 March 2018 meeting
- Social Media Use and Effectiveness – Presentation – It is recommended that this be made to the Committee at the 31 October 2017 meeting

Presentation/Training

Financial Reports and Terminology. It is recommended that this presentation/training be held at the 31 October 2017 meeting

It is recommended that the above issues be included in the Work Programme.

- 1.3 Members are also 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 2017/18 and updated, as appropriate.

2. SCRUTINY REVIEW TOPICS 2017/18

- 2.1 At its meeting held on 13 June 2017 the Committee agreed to the establishment of a Working Group to review the topic of “Digital Inclusion”; and that following the completion of this review a Working Group be established to review the topic of the Council’s Ethical Business Practices.
- 2.2 Committee Members have been contacted seeking their willingness to serve on the Digital Inclusion Working Group; and the following Members have agreed:-

Councillor Bradshaw

Councillor Linda Cluskey
Councillor Daniel Lewis (but can only attend evening meetings)

Following consultation with the Head of Corporate Resources it is recommended that the commencement of the Digital Inclusion Working Group be deferred until November 2017. This is to enable the objectives of the ICT Development Programme to be progressed and thereafter be included in the Working Group's Scoping Document.

2.3 It is recommended that Members of the Committee give further consideration to serving on the Digital Inclusion Working Group.

2.4 Two Working Groups previously established by this Committee relating to Licensing/Child Sexual Exploitation and Area Committees have now completed their reviews and their Final Reports are elsewhere on the agenda for the meeting.

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 effective decision making by examining issues before the Cabinet Member or Cabinet make formal decisions.

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 2** 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.

3.6 The Committee is invited to consider items for pre-scrutiny from the Key Decision Forward Plan as set out in **Appendix 2** 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.