Report to:	Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services)	Date of Meeting:	12 June 2018
Subject:	Work Programme 2018/19, Scrutiny Review Topics and Key Decision Forward Plan		
Report of:	Head of Regulation and Compliance	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 draft Work Programme for 2018/19, identify potential 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 2018/19, as set out in Appendix 1 to the report, be considered, along with any additional items to be included and thereon be agreed;

(2)   the Committee considers whether it wishes to continue with the review of the topic of the Council's Ethical Business Practices following the completion of the Digital Inclusion Working Group; approve any further potential scrutiny review topics, including those detailed in Appendix 2 to the report; prioritise the order in which they start; establish the Working Group(s) for each topic; and appoint at least 3 Members of the Committee to each Working; and

(3)   the Committee considers items for pre-scrutiny from the Key Decision Forward Plan as set out in Appendix 4 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):

To determine the Work Programme of items to be considered during the Municipal Year 2018/19 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.

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. The report makes reference to the Digital inclusion Working Group. Digital inclusion is a principal and approach that aims to ensure 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. Likewise digital inclusion aims to reduce digital exclusion and the digital divide that can exist within society for a variety of reasons The government's Information Economy Strategy called for greater focus on digital inclusion in order to: • help businesses make smart use of information technology and data; • ensure citizens benefit from the digital age; and • underpin economic growth Digital inclusion will be one of the areas that the Council will seek to contribute to and enable within the Borough of Sefton and as such this Working Group can help to

develop a series of recommendations and principles for consideration as part of this work.
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.   See also 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.   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 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 Work Programme Report is not subject to FD/LD consultation. Any specific financial and legal implications associated with any subsequent reports arising from the report will be included in those reports as appropriate

(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 2018/19
- Overview And Scrutiny – Potential Scrutiny Review Topics 2018/19
- 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 2018/19

1.1 The proposed Work Programme of items to be submitted to the Committee for consideration during the Municipal Year 2018/19 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 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 2018/19 and updated, as appropriate.

1.3 **The Committee is requested to comment on the Work Programme for 2018/19 and note that additional items may be submitted to the Programme at future meetings of the Committee during this Municipal Year.**

2. SCRUTINY REVIEW TOPICS 2018/19

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 and details of potential scrutiny review topics which have been identified by officers are set out in **Appendix 2** to the report. The Heads of Service will be in attendance at the meeting to provide information on the topics set out in the Appendix.

2.2 At its meeting held on 13 June 2017 the Committee established (Minute No. 8 (2)) a Working Group to review the topic of Digital Inclusion. This Working Group is still undertaking its review and it is anticipated that the review will be completed in September/October 2018.

2.3 As part of the resolution (Minute No. 8 (3)) the Committee also agreed that following the conclusion of the Digital Inclusion Working Group a Working Group

be established to review the topic of the Council's Ethical Business Practices. The Committee's views are sought on whether it wishes to continue with the review of the topic of the Council's Ethical Business Practices following the completion of the Digital Inclusion Working Group.

2.4 A criteria checklist for selecting and rejecting potential topics to review is attached at **Appendix 3**, to assist the Committee in selecting topics and appointing Working Group(s) for the Municipal Year.

2.5 **The Committee is requested to consider whether it wishes to continue with the review of the topic of the Council's Ethical Business Practices following the completion of the Digital Inclusion Working Group; approve any further potential scrutiny review topics, including those detailed in Appendix 2 to the report; prioritise the order in which they start; establish the Working Group(s) for each topic; and appoint at least 3 Members of the Committee to each Working Group.**

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 the 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 4** 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 4 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.**