

**EXECUTIVE OVERVIEW & SCRUTINY
COMMITTEE**

HELD: Thursday, 28 January 2021

Start: 7.00 pm

Finish: 8.45 pm

PRESENT:

Councillor: D West (Chairman)

Councillors: M Nixon (Vice-Chair) I Ashcroft
R Cooper S Evans
M Mills G Owen
A Owens A Sutton
D Westley D Whittington

Officers: Heidi McDougall, Corporate Director of Place & Community
Ian Gill, Head of Growth and Development Services
Mike Kostrzewski, Finance and Audit Manager
Tom Dickinson, Principal Solicitor
Alison Patterson, Our Future Project Manager
Peter Richards, Strategic Planning, Regeneration &
Implementation Manager
Rebecca Spicer, Insurance and Risk Officer
Jacky Denning, Democratic Services Manager
Julia Brown, Member Services Officer
Chloe McNally, Member Services Apprentice

41 **APOLOGIES**

There were no apologies for absence received.

42 **MEMBERSHIP OF THE COMMITTEE**

There were no changes to Membership of the Committee.

43 **URGENT BUSINESS, IF ANY, INTRODUCED BY THE CHAIRMAN**

There were no items of urgent business.

44 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

45 **DECLARATIONS OF PARTY WHIP**

There were no declarations of Party Whip.

46 **MINUTES**

RESOLVED: That the Minutes of the meeting held on 26 November 2020 be received as a correct record and signed by the Chairman.

47 PUBLIC SPEAKING

There were no items under this heading.

48 CALL IN ITEMS

There were no items under this heading.

49 RELEVANT MINUTES OF CABINET - 12 JANUARY 2021

Consideration was given to the Minutes of Cabinet held on 12 January 2021 as contained on pages 311 to 318 of the Book of Reports.

A comment was raised in respect of Minute 61 – Liverpool City Region Spatial Development Strategy – Second Round of Consultation, in relation to areas of the Borough not being considered in the consultation.

A question was raised in respect of Minute 66 – Quarterly Performance Indicators (Q2 2020/21), in respect of the current recycling target and if this target had been achieved in the last 12 months.

The Corporate Director of Place and Community advised that this information would be circulated to Members following the meeting.

A comment was raised in respect of Minute 56 – Confirmation of Procedural matters: Flooding and Drainage Cabinet Working Group Terms of Reference, in respect of (D) To give consideration to all the issues and options associated with the establishment of an internal drainage board. It was expressed that reference to 'River Authority' had not been included as per the recommendation of the Working Group.

RESOLVED:

A. That the Minutes of Cabinet held on 12 January 2021 and comments raised in respect of Minute 56 and 61 be noted.

B. That information relating to the current recycling target and if this target had been achieved in the last 12 months be circulated to Members of the Committee

**50 MEMBER DEVELOPMENT COMMISSION - MINUTES OF THE MEETING HELD
17 NOVEMBER 2020**

Consideration was given to the Minutes of the Member Development Commission held on 17 November 2020, as contained on pages 319 to 322 of the Book of Reports.

RESOLVED: That the Minutes of the Member Development Commission held on 17 November 2020 be noted.

51 **OVERVIEW AND SCRUTINY FUNCTION REVIEW**

Consideration was given to the report of the Corporate Director of Transformation and Resources as contained on pages 323 to 362 of the Book of Reports, which was to consider the recommendations of the Member Development Commission following a review of the Overview & Scrutiny function at West Lancashire.

The Democratic Services Manager outlined the report and explained that a questionnaire had been sent to all Members. She explained that there had been 29 responses to the questionnaire (as detailed at Appendix A of the report).

She explained that from the analysis of the responses, the common themes included training, pre-scrutiny, questions in advance of meetings, Portfolio Holder attendance at meetings, Scoring of Topics, Member Update items and the consideration of the future number of Scrutiny Committees.

The Democratic Services Manager responded to questions raised by Members in relation to the scrutiny processes and themes contained within the report.

The following Motion was moved and seconded:

RESOLVED:

- A. That an in-house 'Overview & Scrutiny at West Lancashire' training session be held each year following a local election with a further session on 'Best Practice Scrutiny' being arranged with an external trainer in the year that there are no local elections, as detailed in paragraph 6 of the report.
- B. That Council be recommended to amend the timetable of meetings for 2021/22 to allow for Executive Overview & Scrutiny Committee to be held prior to Cabinet, to accommodate pre-scrutiny, with a Special 'Call In' Meeting of Executive Overview & Scrutiny Committee being scheduled following Cabinet, to meet as and when required, as detailed in paragraph 7 of the report.
- C. That Members of Overview & Scrutiny Committees be asked to submit questions in advance of meetings.
- D. That Council be recommended to amend 'The Overview & Scrutiny Procedure Rules at Constitution 14' to read:

"Attendance by others

- (a) *The leaders of the political groups on the Council shall be allowed to attend each Overview and Scrutiny Committee and to speak but not vote on any issue under consideration."*
- E. That it be recommended:

That no change be made to Constitution 9.2: Members' Update Procedure Rules and the form for submitting Members Update Items, attached at Appendix 2 to the report, and information items continue to be reported via the Corporate & Environmental Overview & Scrutiny Members Update.

- F That no change be made to the current number of Overview & Scrutiny Committees at West Lancashire i.e. retain Executive Overview & Scrutiny Committee and Corporate & Environmental Overview & Scrutiny Committee.

52 **RISK MANAGEMENT FRAMEWORK & CORPORATE RISK REGISTER**

Consideration was given to the report of the Head of Finance, Procurement and Commercial Property as contained on pages 363 to 434 of the Book of Reports, which proposed changes to the Risk Management Framework and to set out details of the Corporate Risks facing the Council and how they are being managed.

The Risk and Insurance Officer outlined details contained within the report and appendices and responded to a comment raised by a Member, in respect of the Council Risk Appetite rating of 'zero tolerance' for risk being taken with regard to Health & Safety.

The Risk and Insurance Officer explained that a Risk Appetite survey was sent to Members and Heads of Service, the results of which were challenged during a workshop with an external body using a benchmark from other councils. It was explained that the risk appetite will be reviewed annually and if the appetite changes over the 12 month period, the document will be updated accordingly and presented to Committee for approval.

RESOLVED:

- A That the revised Risk Management Policy including a new Risk Appetite Statement and Corporate Risk Matrix (Appendix A) and Risk Management Toolkit (Appendix B) be considered and noted prior to submission for approval by Cabinet.
- B. That the progress made in relation to the management of the risks shown in the Corporate Risk Register (Appendix C) be noted.

53 **ORMSKIRK EASTERN GATEWAY PROPOSALS.**

Consideration was given to the report of the Corporate Director of Place and Community as contained on pages 435 to 448 of the Book of Reports, which presented the plans prepared for the Ormskirk Eastern Gateway in partnership with Lancashire County Council, and to seek the Committees comments on the proposals for feedback to Cabinet alongside the public consultation.

The Strategic Planning, Regeneration & Implementation Manager outlined the report and presented plans detailed at (Appendix A). He gave an overview of the four

different phases of the Ormskirk Eastern Gateway. He also provided a demonstration of the on line Consultation on the Council website.

Questions and comments were raised in respect of:-

- Improve cycling and waling links to Edge Hill University
- Create a visually appealing Town Centre
- Engagement with bus users with no digital means
- Posters displayed in Bus Station / call or write to team to engage in consultation
- WLBC Social media/ Champ website
- Rest room at Bus Station

RESOLVED: That Executive Overview & Scrutiny Committee fully support the proposals to Cabinet and encourage the public to take part in the Council's Consultation and also thank Lancashire County Council for their participation and partnership in the Ormskirk Eastern Gateway Scheme.

54 DRAFT REVENUE BUDGET 2021- 22

Consideration was given to the report of the Head of Finance, Procurement and Commercial Property as contained on pages 449 to 456 of the Book of Reports, which provided a summary of the General Revenue Account budget position for the next financial year, 2021/22. The report had previously been considered by Cabinet on 12 January 2021.

The Finance and Audit Manager provided an overview of the report referring to details set down in the report.

A question was raised in respect of prioritising projects that had been delayed during 2020/21 due to the Covid Pandemic. The Finance and Audit Manager informed Members that the Head of Housing and Regulatory Services, Fiona Graham, had at the previous Executive Overview & Scrutiny Committee been asked the same question and she had provided assurances that this would be the case.

RESOLVED: That the budget position be noted.

55 DRAFT MEDIUM TERM CAPITAL PROGRAMME

Consideration was given to the report of the Head of Finance, Procurement and Commercial Property as contained on pages 457 to 464 of the Book of Reports, which set out details of the GRA medium term capital programme position for the next 3 years. The report had previously been considered by Cabinet on 12 January 2021.

The Finance and Audit Manager provided an overview of the report referring to details set down in the report.

RESOLVED: That the report be noted.

56 HOUSING ACCOUNT - REVENUE AND CAPITAL BUDGET SETTING

Consideration was given to the report of the Head of Finance, Procurement and Commercial Property as contained on pages 465 to 480 of the Book of Reports, which provided a summary of the Housing Account's financial position. The report had previously been considered by Cabinet on 12 January 2021.

The Finance and Audit Manager provided an overview of the report referring to details set down in the report and appendices.

RESOLVED: That the budget position be noted.

57 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 (financial/business affairs) of Part 1 Schedule 12A of that Act and as, in all the circumstances of the case, the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

58 ACCOMMODATION STRATEGY

Consideration was given to the report of the Corporate Director of Transformation and Resources as contained on pages 481 to 500 of the Book of Reports, which outlined the proposals set out in the Accommodation Strategy report attached as an Appendix, as one of the outcomes of the Sustainable Organisation Review report agreed by Council in July 2019.

The Our Future Programme Manager provided an overview of the report referring to details set out in the report and appendices.

Comments and questions were raised by Members.

In discussion, the Committee felt that further information and clarification on the Office Accommodation Strategy report be provided by the Portfolio Holder of Resources and Transformation.

A vote was taken, the outcome of which was unanimous, and it was agreed that Executive Overview & Scrutiny Committee propose the deferral of the Office Accommodation Strategy and invite the Portfolio Holder of Resources and Transformation to the next meeting in order to provide further information and clarification on the Office Accommodation Strategy and to respond to questions raised by Members.

**EXECUTIVE OVERVIEW & SCRUTINY
COMMITTEE**

HELD: Thursday, 28 January 2021

RESOLVED: That the agreed comments of Executive Overview & Scrutiny Committee are to propose the deferral of the Office Accommodation Strategy and that the Portfolio Holder of Resources and Transformation be invited to the next meeting in order to provide further information and clarification on the Office Accommodation Strategy and to respond to questions raised by Members.

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Chairman