

**CORPORATE AND ENVIRONMENTAL  
OVERVIEW AND SCRUTINY COMMITTEE**

**HELD: Thursday, 9 December 2021**

Start: 7.00 pm

Finish: 8.11 pm

**PRESENT:**

Councillor: D West (Chair)

Councillors: J Finch (Vice-Chair) Mrs M Blake  
C Dereli Fennell  
J Gordon K Mitchell  
Upjohn N Delaney  
Jukes

Officers: Chris Twomey, Corporate Director of Transformation & Resource  
Jacky Denning, Democratic Services Manager  
Alison Grimes, Partnership & Performance Officer  
Adam Spicer, Assistant Solicitor  
Julia Brown, Member Services Officer

31 **APOLOGIES**

There were no apologies for absence received.

32 **MEMBERSHIP OF THE COMMITTEE**

In accordance with Council Procedure Rule 4, the Committee noted the termination of Councillor P Turpin and S Gregson and the appointment of Councillor K Jukes and N Delaney for this meeting only, thereby giving effect to the wishes of the Political Groups.

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

There were no urgent items of business.

34 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

35 **DECLARATIONS OF A PARTY WHIP**

There were no declarations of Party Whip.

36 **MINUTES**

RESOLVED: That the Minutes of the meeting held on 16 September 2021 be received as a correct record and signed by the Chairman.

37 **PUBLIC SPEAKING**

There were no items under this heading.

**38 ITEMS FROM THE MEMBERS' UPDATE INCLUDED ON THE AGENDA AT THE  
REQUEST OF A MEMBER**

There were no items under this heading.

**39 MEMBERS ITEMS / CCFA (COUNCILLOR CALL FOR ACTION)**

There are no items under this heading.

**40 QUARTERLY COUNCIL PLAN PERFORMANCE DELIVERY PLAN – Q2 2021/22**

Consideration was given to the report of the Corporate Director of Transformation and Resources as contained on pages 161 to 192 of the Book of Reports, which presented the performance monitoring data for the quarter ended 30 September 2021.

The Partnership and Performance Officer outlined the report, referring to the Corporate Performance Delivery Plan (Appendix A) and Performance Plans (Appendix B).

She provided an update on performance including:

- Slippage with lease renewals work due to focus on other/Covid recovery tasks catch up
- New information governance training to be implemented
- Soft launch of 'Let's Talk West Lancashire'
- Lead Environmental Strategy Officer post currently vacant
- Progress on development of solar/wind farm at Junction 4
- Regeneration of Skelmersdale Town Centre
- Ormskirk Bus Station redevelopment / Ormskirk Market
- Community Safety – problem profile completed
- Environmental Ward Reports – potential format
- Financial Inclusion Strategy – work to introduce 'Refernet' referral process

Questions and Comments were raised in respect of the following:

- 44,811 Service Now Accounts – Could they be utilised for contact / promotions subject to GDPR guidance – (It was noted that this would be a great idea, although Members were informed that the Council have previously sought advice in respect of this and are not legally permitted to do so without consent)
- WL108 Average answered waiting time for callers to the Contact Centre
- NI192 Percentage of kerbside household waste sent for reuse, recycling, and composting – Discussion took place in respect of the nature of the formulations of this Performance Indicator and how promotion/ education of buying/using less plastic will reduce the amount to be recycled. It was suggested that the Council's Waste & Recycling Promotions Officer could promote and drive information in respect of this behavioural change. (It was

noted that the Council follow and report on National measures)

- Estates and Valuation Manager Post currently vacant – Specialist role
- Information in respect of recycling – Providing details of what goes into which colour bin? - Possibility of visually displaying information on the roundabouts in the Borough and to also provide information to Schools. It was suggested that this information would be particularly useful to new residents/tenants. (The Partnership and Performance Officer made an undertaking to provide details of this suggestion to the Service)

RESOLVED: That the Council's performance against the Council Plan for the quarter ended 30 September 2021 be noted.

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**'ACTION ON CLIMATE EMERGENCY / 'CREATE/DESIGNATE HEDGEHOG AND WILDLIFE AREAS IN PUBLIC PARKS/GARDENS ACROSS THE BOROUGH' - DRAFT FINAL REPORT OF THE COMMITTEE**

Consideration was given to the report of the Corporate Director of Transformation and Resources as contained on pages 193 to 196 and 219 to 228 of the Book of Reports, which was to consider the Committee's draft final report attached as an Appendix.

The Committee gave their consideration to the recommendations as contained in the draft final report, prior to submission to Cabinet on 25 January 2022.

During consideration of the draft report a number of changes to the Recommendations were AGREED.

RESOLVED: That the final report of the Committee on the review undertaken of the 'Action on Climate Emergency combined with 'Create/Designate Hedgehog and Wildlife areas in public parks/gardens across the Borough' and the recommendations contained therein, attached as Appendix A to the report be approved for submission to Cabinet on 25 January 2022, subject to the following:

A. That the recommendation at E be amended to read:

"E. That case studies, with performance and savings figures, from installed renewable technologies on Council housing, be developed and made available on the Council's website, including details of:

1. How much will it cost to install a 2kw 3kw or 4kw?
2. How much disruption will there be to install them?
3. What potential returns are there, if any, besides the positive impact on the environment?"

B. That recommendation F be amended to include the following wording 'and wildlife areas':

C. That the following two recommendations be added:

"J. That 'Water Management Strategies' be considered as a future topic for consideration for inclusion in the Corporate & Environmental Overview & Scrutiny work programme for 2022/23.

L. That a Lead Member and senior officer be identified to drive forward the Council's agenda for Carbon Reduction/Environment and the importance of appointing an Environmental Strategy Manager to facilitate the actions outlined in the Council's Climate Change Strategy, be expressed."

#### 42 **OVERVIEW & SCRUTINY FUNCTION REVIEW - MEMBER DEVELOPMENT COMMISSION RECOMMENDATIONS**

Consideration was given to the report of the Corporate Director of Transformation and Resources as contained on pages 197 to 204 of the Book of Reports, which was to consider the recommendations of the Member Development Commission, following a review of Scrutiny arrangements at West Lancashire Borough Council.

The Democratic Services Manager outlined the report and explained that the Member Development Commission (MDC) compared the Overview & Scrutiny structures of other similar Local Authorities via a questionnaire sent to 28 other Local Authorities.

She also gave a summary of the previously adopted recommendations of the MDC, including Pre-Decision Scrutiny at Executive Overview & Scrutiny Committee and the submission of Questions in advance of meetings.

Comments and Questions were raised in respect of:

- The structure of Task and Finish Groups
- Member's time and involvement.
- Opportunity for members of Public to participate at these.

A Motion, circulated prior to the meeting, was moved and seconded.

A vote was taken the Motion was CARRIED.

**RESOLVED:** That the recommendations arising from the Scrutiny Review undertaken by the Member Development Commission on behalf of the Council, previously adopted and implemented set out in paragraph 6 below, be noted, and the recommendations set out in paragraph 7.2 C. (i), (ii), (iii) and (iv) be endorsed, subject to the following agreed comments being recommended to Council:

A. That recommendation (iii) be amended to read:

"(iii) That a permanent **allocation of 10 hours per week** at

Grade SO1 at 10 hours per week be **assigned** to facilitate this work, **either as a standalone Member Services Officer role or a more substantive role combined with other duties.**

B. That the Task and Finish Groups be established in accordance with paragraph 8 of the report, subject to the approval of the financial implications set out at paragraph 10 of the report and the Membership details being amended a paragraph 8.1 (a) to read:

"(a) Membership:

- 6 Members (3 Lab, 2 Con, 1 OWL) ), **subject to change each year to reflect political makeup and inclusion of Independent councillor(s) as appropriate**
- Additional Members (To be appointed by the Task & Finish Group/Committee if required)
- Co-optees: If required

(Members volunteer to be a member of the group, and selection is made on the members particular interest and expertise in the area being scrutinised. Members not to be restricted to Scrutiny Members, but open to all. Cabinet Members by invitation only.)

#### 43 **WORK PROGRAMME TOPIC SELECTION 2022/23**

Consideration was given to the report of the Corporate Director of Transformation and Resources as contained on pages 205 to 216 of the Book of Reports, which was to consider the Work Programme Topic Selection for the Corporate and Environmental Overview and Scrutiny Committee for 2022/23.

The Democratic Services Manager outlined the report and explained that arrangements are put in place inviting Members, Corporate Management Team (CMT), Parish Councils and members of the public the opportunity to submit topics for selection as a review on the Work Programme of the Committee for 2022/23.

She explained that any person that submits a possible topic is given the opportunity if they wish to verbally elaborate and explain their suggested topic to the scoring panel prior to scoring.

She also explained that the timetable allows sufficient notice to enable Parish Councils to fit in with their Parish meetings, in order to give them full opportunity to participate.

A Motion, circulated prior to the meeting, was moved and seconded.

A vote was taken the Motion was CARRIED.

**RESOLVED:** A. That arrangements be put in place to request items for the Work Programme 2022/23 from Members, Corporate Management

Team (CMT) and Parish Councils and by inviting members of the public to submit topics via the press release and by the inclusion of an article on the Council's web-site.

- B. That the timetable attached at Appendix A for establishing the Work Programme for the Corporate and Environmental Overview and Scrutiny Committee 2022/23 be agreed.
- C. That the Press Release attached as Appendix B be approved, subject to the wording detailed in the first two paragraphs of the press release (Appendix B) being amended to read:

"West Lancashire Borough Council is inviting you to contribute towards setting the agenda for delivering improvements that can benefit the residents of West Lancashire.

The Council is inviting you to submit Topic suggestions for consideration for inclusion in the Work Programme of their Corporate and Environmental Overview and Scrutiny Committee for 2022/23. Through its work, the Committee will bring forward appropriate recommendations to Cabinet and Council which can influence future decisions on policy and important decisions the Council may make."

- D. That all potential topics received by the deadline be published on the Council's web site.
- E. That following the deadline for receipt of potential topics, the Lead Officer, in consultation with the Chairman, Vice-Chairman, Conservative and Our West Lancashire Spokesperson be requested to score, at a virtual meeting, each of the topics using the agreed selection criteria set out at Appendix C, with the person submitting the topic being given the opportunity to attend that meeting and provide reasons for the submission.
- F. That a report on the Work Programme for 2022/23 together with the results of the scoring exercise, be considered at the next meeting of the Corporate and Environmental Overview and Scrutiny Committee to select which topic/s are to be selected for In-Depth Review.
- G. That the timetable attached at Appendix A for establishing the Work Programme for the Corporate and Environmental Overview and Scrutiny Committee 2022/23 be agreed, subject to the Press Release being circulated in the New Year to allow for a better response.

The Committee considered the Work Programme 2021/22 as contained on page 217 of the Book of Reports.

The Corporate Director of Transformation and Resources explained that the item 'Review of resources available for community activities in terms of venues, organisation, personnel and finance – to consider a topic submitted by a member of the public', had 'rolled over' each year on the Work programme for a significant time. As such, it was requested that this item be removed from the Work Programme due to the difficulty of ascertaining the submission and brief for this topic.

In discussion, Members agreed for this item to be removed from the Work Programme.

**RESOLVED:** That the 2021/22 Work Programme of the Committee be agreed subject to the removal of:

'Review of resources available for community activities in terms of venues, organisation, personnel and finance – to consider a topic submitted by a member of the public'.

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**Chairman**