

Agenda Item 5.

Sefton Public Engagement and Consultation Panel.

Date: Friday 24th January 2024.

Title: Annual Report 2024.

Report of: Jayne Vincent, Consultation and Engagement Lead.

1. Purpose of the Report.

1.1 To receive information with regard to the Public Engagement and Consultation Panel's 2024 Annual Report.

2. Background.

2.1 The main purpose of the Public Engagement and Consultation Panel is to coordinate and ensure the quality of public engagement and consultation, in accordance with the standards for engagement and consultation.

3. Annual Report.

3.1 During 2024, there has been six meetings of the Public Engagement and Consultation Panel, where the Panel has appraised the following:

- 23 proposals for consultation
- 8 Feedback and Evaluation Reports
- 4 information presentations from the Merseyside Fire and Rescue Service, the coproduction for the Short-Term Assessment Unit, Digital Technology update and Have Your Say Sefton engagement activity.
- 3 updates from the Strategic Youth Voice Steering group

In addition, 2 proposals for consultation have been shared virtually for feedback during the year: both in connection to the Short Breaks consultation.

3.2 The table on the following page provides details of the reports and presentations to the Public Engagement and Consultation Panel in 2024. Please note that these are in the order of being presented to the Panel in 2024 and are consultation proposals unless it mentions feedback and evaluation report.

Activity	Status as of December 2024.
Extra Care Policy - feedback and evaluation report	Consultation activity completed.
Early Help Communications and Engagement Plan	Consultation activity completed.
Adult Social Care Direct Payments (Charging Reforms)	Consultation activity completed. Service area considering coproduction activity to respond to the feedback.
Demand for wrap-a-round childcare	Consultation activity completed.
Planning Services survey	Consultation activity completed.
Public Space Protection Order (PSPO) for Dog Control	Consultation activity completed.
Crosby Coastal Interim Defences	Consultation activity completed.
Council Tax changes for empty properties – feedback and evaluation report.	Activity completed.
Changes to the Local Council Tax Reduction Scheme for some working people – Feedback and evaluation report.	Activity completed.
Digital Strategy.	Consultation activity completed.
Sefton Coast Nature Conservation Strategy.	Consultation activity completed. Results currently being analysed and reported on.
A Cultural Strategy for Sefton – feedback and evaluation report.	Consultation activity completed.

Activity	Status as of December 2024.
Maritime Corridor Improvements – feedback and evaluation report.	Activity completed.
Norwood Mitigation Improvements Scheme,	Activity completed.
Southport Eastern Access Improvements Scheme – feedback and evaluation	Activity completed.
Short Breaks review x 2	Activity ongoing.
Transport Planning and Highways Design.	Activity ongoing.
Early Years careers for KS4 pupils and high schools.	Consultation activity completed.
Annual Pledge Survey 2024.	Consultation activity completed.
Kooth procurement.	Consultation activity commenced.
Public Health Annual Report 2025.	Engagement activity will commence in 2025.
Sexual Health Service procurement.	Consultation activity commenced.
SEND Parent and Carer Survey 2024 - feedback and Evaluation report	Consultation activity completed.
Local Pharmacy services Public Survey.	Consultation activity ongoing.
Gynaecology and Maternity Hospital Services in Liverpool - Case for Change.	Consultation activity commenced.

Activity	Status as of December 2024.
Proposed Improvements to the Home to School Transport Service.	Consultation activity commenced.
Bootle Regeneration and Development Engagement.	Engagement activity ongoing.
Social housing allocations scheme.	Consultation activity completed.
Sefton SEND Strategy.	Consultation activity with schools commenced. Formal consultation to start in 2025.
Lydiat Hall and Chapel and Damfield Lane Conservation Area Appraisal and Management Plan.	Consultation activity due to start in spring/summer 2025.
Sefton Advocacy Services Consultation.	Consultation activity due to start in January 2025.
Children & Young People Plan - feedback & evaluation report.	Activity complete.

In January 2023, the Public and Engagement Panel and Council agreed the refresh of the Public Engagement and Consultation Framework. Within the Framework, the Panel agreed to use a scorecard to check whether the Framework is having an effect and to identify areas we need to develop, and areas where we are showing good practice.

An assessment of each report presented to the Panel during 2024, finds the following:

- Reports that have included an (Interim) EIA or analysis. 9
- Activity that collected equality monitoring data. 22
- Compliance with standards. 18
- Information in accessible formats/web accessible. 20
- Evidence of involving people with lived experience 13

- Worked with partners to plan and deliver activity. 17

There were several consultations that part met the standards. This was mainly due to not having an Equality Impact Assessment and/or information in accessible formats.

The feedback and evaluation reports, in the main, didn't have an equality impact report (these would have been provided at the consultation phase). Many of the feedback and evaluation reports referred to the collection of equality monitoring data and reported on this but may not have fully analysed the equality data against the other feedback received.

In addition, the reports were checked against the following areas:

- Evidence that changes have been made. 7
- Feedback and shared results. 9

This may reflect the limited number of feedback and evaluation reports the Panel has seen during 2024 and that some of the activity proposals have only just commenced or due to start in 2025 and it is too early to know of the changes or to feedback.

When comparing against the past two years, there has been a 32% increase in proposals for consultation being presented to the Panel from 2023 – 2024 and a 100% increase in the number of feedback and evaluation reports being presented, although this is still lower than in 2022.

Since 2023, there has been a decrease of 36% in consultation reports having an equality impact analysis but a slight increase of 10% where the equality monitoring data has been collected. There has been a 54% increase from 2023 in the reports that demonstrate working with partners and a 33% increase in information being in accessible formats. A full breakdown can be seen in the Comparison Table as Appendix 1.

Where we have feedback and evaluation reports, officers will be asked to provide a You Said, We Did summary for the Your Sefton Your Say Consultation Hub.

Some of the activity and changes that has happened because of the consultation and engagement are.

Feedback: As part of the Maritime Corridor consultation, there was some feedback concerning the removal of the bus lay by on Netherton Way near to the school which may cause collisions and more congestion.

We Did: Following a detailed review of the bus lay-by on Netherton Way, including stakeholder engagement, a decision has been made to retain the existing bus lay-by.

Feedback: As part of the Southport Eastern Access consultation, there was some feedback received making Kew Roundabout a signalised junction to improve the flow of traffic and to hopefully make for safer driving conditions.

We Did: Making Kew Roundabout signalised to improve the flow of traffic has been taken onboard and is being investigated by the Council.

Feedback: As part of the Annual Pledge survey for cared for and cared experienced children, some young people told us they do not know the name of their Independent Reviewing Officer (IRO) or how to contact them.

We Did: Every IRO has sent a letter to young people telling them who they are, what they do and included a photo and contact details.

Feedback: As part of the SEND Parent and Carer survey, parents and carers said there should be more training for school staff on Foetal Alcohol Spectrum Disorder (FASD), ASD, Mental health, OCD and Sensory.

We Did: From September 2024, all schools now receive a whole school approach support by the Mental Health Support Team. This will also include Learning Disability/ASD expertise.

3.2 Your Sefton Your Say Consultation Hub.

In 2024, Sefton Council extended the contract for the online consultation tool for a two-year period, which is due to end in March 2026.

In 2024 (1st January – 9th December) there were 43 activities (23 ‘private’ or ‘targeted’ and 20 ‘public’) with a total of 2601 responses.

The consultations with the most responses were:

- | | |
|---|----------------|
| • Sefton Coast – Be part of the plan! | 347 responses. |
| • PSPO for Dog Control. | 340 responses |
| • Norwood Mitigation Improvements Scheme, | 288 responses. |
| • Crosby Interim Coastal Defences. | 259 responses. |

Some of the 'private' activities were not consultations – they were evaluation or feedback forms.

The online consultation hub also allows to signpost to other consultations and during 2023, Sefton residents and stakeholders were directed to the following local consultations:

- Liverpool City Region Combined Authority Draft Local Transport Plan.
- Share your experiences of accessing your GP (Healthwatch Sefton).

There is now a total of 100 people who are users of the system, either to design a survey or as an analyst or both. They will be contacted in 2025 to see if they still want to be a user.

In 2024, the [Your Sefton Your Say Consultation Hub](#) homepage has had a redesign, with the help of the provider, to use new design templates that are more engaging for the user.

The intention is to review the functionality of the system so that it can also become an engagement tool, as well as a consultation tool. In early 2025, the Consultation and Engagement Lead, with the support of the provider, will develop an additional page that will showcase some of the coproduction activity that is taking place in the borough and will provide interested parties with the opportunity to register their interest in finding out more/joining a local coproduction project. A demonstration of this page will be shared with the Public Engagement and Consultation Panel at a future meeting.

4. Co-production Activity.

4.1 During 2024, there has been support provided by the Consultation, Engagement and Accessibility Officer and Consultation and Engagement Lead with the following co-production activities, involving people with lived experience:

- Sefton's Coproduction Group for Adults with Learning Disabilities and/or Autism.
- Get Involved Group.
- Autism Subgroup.
- Sefton's Improving Information Group.
- Willow View (previously Sandbrook) Short Term Assessment Project.
- Inclusive Streets Coproduction group
- Learning Disabilities and Autism Social Work Team.
- Adult Social Care Front Door 'First Contact' team.
- SEND Parent and Carer Annual Survey and Communications

Focus Groups.

5. Recommendations.

5.1 The Public Engagement and Consultation Panel is recommended to:

- a) Note the 2024 Annual Report and thank all the dedicated staff from the Council and partners for all their hard work on the consultation and engagement activity during 2024.
- b) Request officers to return to the Public Engagement and Consultation panel to present their feedback and evaluation reports.

Appendix 1 – Public Engagement and Consultation Panel Comparison Table.

Annual reports			
Activity	2022	2023	2024
Proposals for consultation and engagement	15	17	25
Feedback and Evaluation reports	15	4	8
Information presentations/updates	2	1	7^
Reports that had an Equality Impact Assessment	-*	14	9
Equality Monitoring data collected	-	20	22
Compliance with consultation standards	-	19	18
Information in accessible formats	-	15	20
Involving people with lived experience	-	10	13
Working with partners	-	11	17
Evidence that changes have been made	-	7	7
Feedback and results shared	-	7	9
Public consultations on Your Sefton Your Say Consultation Hub	15	34**	23
Private or 'targeted' consultations on Your Sefton Your Say Consultation Hub	14	34	20
Total number of responses	1938	3191	2601

^ includes updates from the Strategic Youth Voice Steering group, introduced in 2023.

*where there is no data, this information wasn't collected.

** also included signposting to several external consultations hosted by other organisations or Central Government.