Internal Scrutiny Committee Work Programme 2018/19

The Internal Scrutiny Committee Work Programme details the planned activity to be undertaken over the forthcoming municipal year through scheduled Committee meetings, task group, events, training and through use of the 'rapporteur' model.

The items on the work programme are determined by the Committee following the work programming session at the start of the municipal year in line with the Overview and Scrutiny Committees terms of reference detailed in the County Councils Constitution. This includes provision for the rights of County Councillors to ask for any matter to be considered by the Committee or to call-in decisions.

Coordination of the work programme activity is undertaken by the Chair and Deputy Chair of all of the Scrutiny Committees to avoid potential duplication.

In addition to the terms of reference outlined in the [Constitution](http://mgintranet/ieListDocuments.aspx?CId=914&MId=2916&Ver=4&info=1&bcr=1) (Part 2 Article 5) for all Overview and Scrutiny Committees, the Internal Scrutiny Committee will:

* Determine which Overview and Scrutiny Committee considers a matter where this is not clear.
* Receive for approval requests from the other Overview and Scrutiny Committees to establish task groups and/or other working groups
* Receive for approval requests from the other Overview and Scrutiny Committees to establish as necessary joint working arrangements with district councils and other neighbouring authorities
* Review and scrutinise all services provided by the authority, unless specifically covered by the terms of reference of another Overview and Scrutiny Committee
* Consider matters relating to the general effectiveness and development of Overview and Scrutiny in the authority including training for County Councillors and Co-optees
* Recommend the Full Council to co-opt on to a Committee persons with appropriate expertise, without voting rights
* Establish arrangements for the scrutiny of member development, and receive reports from the Member Development Working Group

The Work Programme will be submitted to and agreed by the Scrutiny Committees at each meeting and will be published with each agenda.

The dates are indicative of when the Internal Scrutiny Committee will review the item, however they may need to be rescheduled and new items added as required.

| **Topic** | **Scrutiny Purpose**  **(objectives, initial outcomes)** | **Scrutiny Method** | **Lead Officers/**  **Organisation** | **Proposed**  **Date(s)** | **Recommendations** | **Progress** |
| --- | --- | --- | --- | --- | --- | --- |
| Meeting | | | | | | |
| Lancashire Highways – Pothole repairs update | Update on progress around Lancashire on repairs to potholes including impact of the extra funding to support this work. | Committee meeting | Harvey Danson/  Rob Wilson/  Ridwan Musa/  Paul Binks/  Phil Barrett/  CC Keith Iddon | 20 July 2018 | The content of the report presented be noted. | NA |
| Highways Winter Service Plan Update | Update on plans including lessons learnt from 2017/18, winter gritting and assessment process for new grit bins. Also information on process for new housing developments and impact on service. | Committee meeting | Harvey Danson/  Rob Wilson/  Ridwan Musa/  Paul Binks/  Phil Barrett/  CC Keith Iddon  CC Joe Cooney | 20 July 2018 | The task and finish group relating to grit bin assessment and provision is currently in progress and will report back to the service be noted.  The treatment intervention level proposal be reviewed by the Grit Bin task and finish group.  Legal advice be sought on the gritter tracking system and twitter feed. |  |
| Lancashire Parking Services | Information to members on current issues around parking enforcement particularly in villages and schools.  Parking services transition from district to county. | Committee meeting | Peter Bell | 21 September 2018 | Information on the pilot scheme and any new parking schemes be circulated to members when available.  The Lancashire parking services report and presentation be circulated to all county councillors. |  |
| Winter Gritting Service – Grit Bin Provision Task Group | Final report of the task group | Committee meeting | CC Joe Cooney | 21 September 2018 | An additional recommendation on engaging external contractors for treating secondary routes be added to the report.  Responses from the Cabinet Member for Highways and Transport be presented to the Internal Scrutiny Committee at an appropriate scheduled meeting. |  |
| Customer Access Service | Update to members on any impact of budget savings agreed.  Update on improvements to the service particularly around telephone response times. | Committee meeting | Sarah Jenkins/ CC Peter Buckley | 16 November 2018 |  |  |
| Household Waste Recycling Centres (HWRC) | Update to committee following the review of the service in September. | Committee meeting | Steve Scott/  CC Albert Atkinson | 16 November 2018 |  |  |
| Winter Gritting Service – Grit Bin Provision Task Group | Initial response to the report recommendations | Committee meeting | Phil Durnell | 16 November 2018 |  |  |
| Budget savings update | Update on budget savings impact on services identified in January 2018 | Committee meeting | TBC | 18 January 2019 |  |  |
| Local Government Funding and Income Generation Task Group | Further update to committee on progress of recommendations | Committee meeting | TBC | 18 January 2019 |  |  |
| Blue Badges | Impact following changes to legislation. | Committee meeting | Sarah Jenkins/  CC Peter Buckley | 15 March 2019 |  |  |
| Task Group | | | | | | |
| 'Does Local Government Work for Women' | Task group agreed through Full Council | Task Group | CC Erica Lewis | TBC - ongoing |  |  |
| Grit Bin Placement Review | Task group agreed through Internal Scrutiny Committee | Task Group | CC Joe Cooney | Completed | Initial response to Committee in November |  |
| Single Use Plastics | Task group agreed through Full Council | Task Group | CC Gina Dowding | TBC - ongoing |  |  |
| Schools Causing Concern | Task group requested through Education Scrutiny Committee | Task Group | TBC | TBC |  |  |
| Bite Size Briefing | | | | | | |
| Countryside Matters | Information to members on overview of the range of services provided including list of LCC sites | Bite size briefing for members | Andrew Mullaney/  CC Albert Atkinson | 26 November 2018 |  |  |
| Update on Planning Matters | Information to members on changes to legislation and impact. | Bite size briefing for members | Andrew Mullaney/  CC Michael Green | TBC |  |  |
| Lancashire Parking Services | Information to all members around parking services and enforcement across Lancashire | Bite size briefing | Peter Bell | 13 March 2019 |  |  |
| Briefing Note | | | | | | |
| Planning Controls | Enforcement of planning controls including information on public perception. | Briefing note for members | Andrew Mullaney | November 2018 |  |  |
| Street Lighting | Update on service timescales on publically reported faults plus energy spend update. | Briefing note for members | TBC | October 2018 |  |  |
| Member Grants, CGF and LIF | Impact on third sector and community organisations in relation to the withdrawal of funding | Briefing note for members | TBC | November 2018 |  |  |
| Highway Verges | Monitoring and impact of additional funding. Information on different responsibilities of the county council and boroughs.  Environmental versus safety  Policy around trees on verges and type of trees planted (in relation to roots) | Briefing note for members | Ridwan Musa | November 2018 |  |  |
| Topics not yet scheduled | | | | | | |
| Residual Waste | Potential opportunity for more savings which could reduce the impact to some services and areas of concern for residents | TBC | TBC | TBC |  |  |
| Conservation and Collection Team | Would savings maintain current team and increase its activity and work more effectively and commercially – consultation due Oct/Nov 2018 | TBC | TBC | TBC |  |  |
| Community Transport | Impact of the budget savings – consultation June 2018 | TBC | TBC | TBC |  |  |
| Vacancies | How vacancies were being addressed and cost of agency and consultancy staff | TBC | TBC | TBC |  |  |
| Budget Early Intervention and Prevention | Are the additional savings identified making savings or diverting costs elsewhere | TBC | TBC | TBC |  |  |
| Waste Arisings | 1% target reduction in waste arisings. Impact on resources within the service for delivery of the option | TBC | TBC | TBC |  |  |