Internal Scrutiny Committee Work Programme 2019/20

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.

**Work areas already covered:**

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| --- | --- | --- |
| **Topic** | **Meeting Date** | **Agreed Recommendations** |
| Highway Adoption and the Process Involved | 27 September 2019 | Recommendation 1 of the report be reworded. That Recommendation 2-5 of the report be approved.  |
| Update on Reducing Single Use Plastics in Lancashire | 27 September 2019 | Further update to be provided in May 2020. |
| Blue Badges | 17 January 2020 | The update and changes to criteria be noted. |
| Corporate Strategy Performance Monitoring Proposals | 17 January 2020 | To note the report and performance indicators. To receive the full quarterly monitoring report.  |
| Budget Savings Update | 17 January 2020 | Further updates to be included as part of the Internal Scrutiny Committee work programme. |
| Joint Health Scrutiny Committee Meeting | 17 January 2020 | Agree the proposed Joint Health Scrutiny Committee and its Terms of Reference. |

**Work areas to be covered:**

| **Topic** | **Scrutiny Purpose****(objectives, initial outcomes)** | **Scrutiny Method**  | **Lead Officers/****Organisation** | **Proposed****Date(s)** | **Recommendations** | **Progress** |
| --- | --- | --- | --- | --- | --- | --- |
| Meeting |
| Pothole Policy and Repair Methods  | Report to inform Members about the policies for pothole repair methods.  | Committee Meeting | Ridwan Musa/ John Davies/ Phil DurnellCC Keith Iddon  | 13 March 2020 |  |  |
| Gully Cleaning Policy and Attendance | Report to inform Members about the policies for gully cleaning and attendance.  | Committee Meeting | Paul Binks/ John Davies/ Phil DurnellCC Keith Iddon  | 13 March 2020 |  |  |
| ICT and the relationship with Members  | To consider the following:* Digital First Strategy
* Provision for Members following the BTLS contract coming to an end in 2021
* Work of the Member Development Working Group
* Update on work for Member's kit post elections 2021
 | Committee Meeting | Mike Kirby/Glyn Peach and Democratic Services | 13 March 2020 |  |  |
| Local Government Funding and Income Generation Task Group | Further update to committee on progress of recommendations as detailed in the report. | Committee Meeting | Ajay Sethi | 15 May 2020 | To note the update. |  |
| Update on Reducing Single Use Plastics in Lancashire | An update report on the ongoing work to reduce single use plastics within the county council and the development of a strategy to make LCC a SUP free authority where possible and feasible.  | Committee Meeting | Mike Kirby, Clare Johnson, Steve Scott, William Maxwell, Rachel Tanner, Ginette Unsworth, Ajay Sethi, Nigel Craine, CC Albert Atkinson | 15 May 2020 |  |  |
| Regulation of Investigatory Powers | To provide an annual update to the committee.  | Committee meeting | Laura Sales/Amanda Maxim | 15 May or 10 July 2020 | To note the report and update.  | Annual update.  |
| Task Group |
|  |  |  |  |  |  |  |
| Bite Size Briefing |
| Reducing Single Use Plastics | Information to all members on the issues of plastic waste and what is being done to address this and what role councillors can play.  | Bite Size Briefing  | Mike Kirby | 9 October 2019 |  |  |
| Winter Gritting | Information to all members on winter gritting and how councillors can help more.  | Bite Size Briefing  | Phil Durnell/Ridwan Musa  | 20 November 2019 |  |  |
| Briefing Note |
| Member Grants, CGF and LIF | Impact on third sector and community organisations in relation to the withdrawal of funding. | Briefing note for members | TBC | Mar 2020 |  |  |