

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](#) (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.	
Parking Services and Enforcement	Information to members on current issues around parking	Committee meeting	Peter Bell	21 September 2018		

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	enforcement particularly in villages and schools. Parking services transition from district to county.					
Winter Gritting Service – Grit Bin Provision Task Group	Final report of the task group	Committee meeting	CC Joe Cooney	21 September 2018		
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		
Budget savings update	Update on budget savings impact on services identified in January 2018	Committee meeting	TBC	18 January 2019		
Local Government Funding and	Further update to committee on progress of recommendations	Committee meeting	TBC	18 January 2019		

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Income Generation Task Group						
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	TBC - ongoing		
Single Use Plastics	Task group agreed through Full Council	Task Group	CC Gina Dowding	TBC - ongoing		
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	TBC		
Update on Planning Matters	Information to members on changes to legislation and impact.	Bite size briefing for members	Andrew Mullaney/ CC Michael Green	TBC		
Briefing Note						
Planning Controls	Enforcement of planning controls including information on public perception.	Briefing note for members	Andrew Mullaney	September 2018		

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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		

Appendix A

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
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		