

## 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.

## Appendix A

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.	Completed with report in January 2019  Completed  Advice sought and reported
Lancashire Parking Services	Information to members on current issues around parking enforcement particularly in villages and schools.	Committee meeting	Peter Bell	21 September 2018	Information on the pilot scheme and any new parking schemes be circulated to members when available.	Awaiting information

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	Parking services transition from district to county.				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.	Completed
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	Terry White/ CC Peter Buckley	16 November 2018	The content of the report presented be noted.	NA
Household Waste Recycling	Update to committee following the review of the service in September.	Committee meeting	Steve Scott/ CC Albert Atkinson	16 November 2018	The content of the report presented be noted.	NA

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Centres (HWRC)						
Winter Gritting Service – Grit Bin Provision Task Group	Initial response to the report recommendations	Committee meeting	Phil Durnell	16 November 2018	The initial response presented be noted.	Further response in January 2019.
Budget savings update	Update on budget savings impact on services identified in January 2018 including: <ul style="list-style-type: none"> <li>• Residual Waste</li> <li>• Conservation and Collection Team</li> <li>• Community Transport</li> <li>• Vacancies</li> <li>• Budget Early Intervention and Prevention</li> <li>• Waste Arisings</li> </ul>	Committee meeting	Richard Hothersall/Neil Kissock	18 January 2019	Update to be brought back to future meeting of Committee.	
Winter Gritting Service – Grit Bin Provision Task Group	Response to the report recommendations	Committee meeting	Phil Durnell/Ridwan Musa CC Keith Iddon	18 January 2019	Bite size briefing to be arranged.	Bite size briefing scheduled for Nov 19.

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Single Use Plastics Task Group	Final report of the task group	Committee meeting	CC Gina Dowding	18 January 2019	<p>Consider writing to Central Government in regards to setting out legislation for the banning of sky lanterns across Lancashire.</p> <p>Receive an update report in six months' time.</p> <p>Bite size briefing to be arranged.</p> <p>Responses from the relevant Cabinet Members to be presented to the Internal Scrutiny Committee at an appropriate scheduled meeting.</p>	Update report detailing responses from Cabinet Members scheduled for May 2019.
'Does Local Government Work for Women' Task Group	Final report of the task group	Committee meeting	CC Erica Lewis	15 March 2019	Responses from the relevant Cabinet Members to be presented to the Internal Scrutiny Committee at an appropriate scheduled meeting.	Update report detailing responses from Cabinet Members scheduled for July 2019
Local Government Funding and Income	Further update to committee on progress of recommendations	Committee meeting	Neil Kissock	15 March 2019	Further update to be presented to the Internal Scrutiny Committee at an	

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Generation Task Group					appropriate scheduled meeting.	
Single Use Plastics Task Group	Initial response to the report recommendations	Committee meeting	Steve Scott/Rachel Tanner/Clare Joynson/Ajay Sethi/Ginette Unsworth	17 May 2019		
Regulation of Investigatory Powers	To provide an annual update to the committee	Committee meeting	Laura Sales/Amanda Maxim	17 May 2019		
'Does Local Government Work for Women' Task Group	Initial response to the report recommendations	Committee meeting	Josh Mynott	17 May 2019		
Winter Service Review	Including update on the road surface treatment level trigger	Committee meeting	Phil Durnell/ Ridwan Musa CC K Iddon	12 July 2019		
16-19 Education and Skills	Statement of Priorities for 16-19 Education and Skills	Committee meeting	Ajay Sethi	12 July 2019		
Blue Badges	Impact following changes to legislation.	Committee meeting	Sarah Jenkins/ Ben Zebrowski CC Peter Buckley	15 November 2019		
Budget savings update	Further update to the budget savings impact on services as	Committee meeting	Richard Hothersall/Neil Kissock	TBC		

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	agreed at the January 2019 meeting.					
<b>Task Group</b>						
'Does Local Government Work for Women'	Task group agreed through Full Council	Task Group	CC Erica Lewis	Completed	Approval sought in March 2019 and response to recommendations to be considered in May 2019.	
Grit Bin Placement Review	Task group agreed through Internal Scrutiny Committee	Task Group	CC Joe Cooney	Completed	Further response to Committee in January 2019.	
Single Use Plastics	Task group agreed through Full Council	Task Group	CC Gina Dowding	Completed	Approval to be sought January 2019 and response to recommendations to be considered in May 2019.	
Schools Causing Concern	Task group requested through Education Scrutiny Committee	Task Group	CC Jayne Rear	TBC	First meeting in January 2019.	
<b>Bite Size Briefing</b>						
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	Completed	NA

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Update on Planning Matters	Information to members on changes to legislation and impact.	Bite size briefing for members	Andrew Mullaney/ CC Michael Green	TBC		NA
Lancashire Parking Services	Information to all members around parking services and enforcement across Lancashire	Bite size briefing	Peter Bell	13 March 2019		NA
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	TBC	TBC		
Winter Gritting	Information to all members on winter gritting and how councillors can help more.	Bite Size Briefing	Phil Durnell/Ridwan Musa	November 2019		
<b>Briefing Note</b>						
Planning Controls	Enforcement of planning controls including information on public perception.	Briefing note for members	Andrew Mullaney	January 2019		Sent 05/02/19
Street Lighting	Update on service timescales on publically reported faults plus energy spend update.	Briefing note for members	Mel Ormesher	January 2019		Sent 05/02/19
Member Grants, CGF and LIF	Impact on third sector and community organisations in relation to the withdrawal of funding.	Briefing note for members	TBC	June 2019		



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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	January 2019		Sent 05/02/19