

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](#) (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						
Highway Adoption and the Process Involved	To better understand the processes involved in the adoption of a highway and to understand the criteria involved for a road to be adopted.	Committee meeting	Neil Stevens	27 September 2019		
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	27 September 2019	The update to be noted. Further updates to be provided as appropriate.	Bite Size Briefing for Members scheduled for 9 October 2019.
Budget savings update	Further update to the budget savings impact agreed in 2018/19 on services as agreed at the January 2019 meeting.	Committee meeting	Richard Hothersall/Neil Kisson	15 November 2019		
Blue Badges	Impact following changes to legislation.	Committee meeting	Sarah Jenkins/ Ben Zebrowski CC Peter Buckley	15 November 2019		
Corporate Strategy Performance Monitoring Proposals	To consider the suggested targets for the key metric indicators.	Committee Meeting	Donna Talbot/Mike Kirby	15 November 2019		

Appendix A

Topic	Scrutiny Purpose (objectives, initial outcomes)	Scrutiny Method	Lead Officers/ Organisation	Proposed Date(s)	Recommendations	Progress
Pot Holes and Blocked Gullies	Update report on progress with pot holes following a report to the committee last year. Request to include blocked gullies.	Committee Meeting	Harvey Danson/Andrew Moss/Ridwan Musa	17 Jan 20		
Local Government Funding and Income Generation Task Group	Further update to committee on progress of recommendations as detailed in the report.	Committee meeting	Neil Kissock	13 March 2020	To note the update.	
Regulation of Investigatory Powers Task Group	To provide an annual update to the committee.	Committee meeting	Laura Sales/Amanda Maxim	15 May 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		

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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	Dec 2019		